

RECEIVED

By Billerica Town Clerk's Office at 11:19 am, May 15, 2026



SELECT BOARD
TOWN HALL
365 BOSTON ROAD
BILLERICA, MASSACHUSETTS 01821
978-671-0939
FAX: 978-671-0947

Michael A. Riley, Chair
Jillian K. Pavidis, Vice *Chair*
Daniel R. Darris-O'Connor, *Secretary*
Michael S. Rosa, *Member*
Dina M. Favreau, *Member*

SELECT BOARD AGENDA
MAY 18, 2026, at 6:00 PM
365 BOSTON ROAD, THOMAS CONWAY HEARING ROOM #205 AND HYBRID
<https://us02web.zoom.us/j/83477138002> phone 1-929-205-6099

Amendment #2-05/15/26

1. **Call to Order 6:00 PM**
2. **Pledge of Allegiance**
3. **Open Microphone**
4. **Announcements**
 - a. Vacancies on Boards and Committees
 - b. All other announcements may be viewed on the Town of Billerica website
5. **Proclamations-None**
6. **Consent**
 - a. 09.22.25 Draft Select Board minutes
 - b. 12.19.25 Draft Select Board minutes
 - c. 12.15.25 Draft Select Board minutes
 - d. 11.17.25 Draft Select Board minutes
 - e. 02.23.26 Draft Select Board minutes
 - f. 03.02.26 Draft Select Board minutes
 - g. 03.16.26 Draft Select Board minutes
 - h. 04.09.26 Draft Select Board minutes
 - i. Memorial Bench Donation-Michaela Michaud from John Burrows Election fund \$1,480.28
 - j. Memorial Bench Donation-Linda Trachtenberg-\$1,480.28
 - k. Gift Acceptance-Public Library-Sandra Libby-3 Dunkin Donuts cards (total value \$65.00)
 - l. Gift Acceptance-Public Library- Sandra Libby-32 scrapbooking shape punches (Value: ~\$800); 60 rubber stamps and some scrapbook tools (Value: ~\$400)
7. **Presentations-None**
8. **Public Hearing**
 - a. Transfer of Ownership-Flammable Storage License (M.G.L. c. 148, §13)

M4 Services, LLC d/b/a Pace Energy (currently operating as Gulf Express), 261 Boston Road - Public Hearing on an application for a Transfer of Ownership for a license to Keep, Store, Manufacture or Sell Flammables or Explosives, pursuant to M.G.L. c. 148, §13.

- b. Playoff Sports Bar LLC d/b/a Playoff Sports Bar, 512 Middlesex Turnpike, Billerica, MA – Public Hearing on an application for an All-Alcoholic Beverages License (On-Premises §12 Restaurant), Common Victualler License, and Entertainment License, with proposed hours of operation Sunday through Saturday, 11:00 AM – 1:00 AM.
- c. Petition from Massachusetts Electric Company d/b/a National Grid and Verizon New England, Inc., for permission to install, relocate, and maintain poles, wires, and fixtures on Beverly Road, Billerica, MA (WO# 31293938), including installation of one (1) jointly owned pole, relocation of one (1) existing pole, and installation of one (1) new pole to provide electric service to 11 Beverly Road.
- d. Petition from Massachusetts Electric Company d/b/a National Grid and Verizon New England, Inc., for permission to install, relocate, and maintain poles, wires, and fixtures on Manning Road, Billerica, MA (WO# 31259856), including installation of one (1) jointly owned pole (Pole 12-50) approximately 50 feet north-easterly from existing Pole 13 to provide electric service to 32 Manning Road.

9. New Business (Quick Items)

- a. 2026 Standing Committees
- b. Discussion and Vote on previous speed limit at Parker Street Neighborhood at the request of the Police Chief to reduce the speed limit to 25 m.p.h.

10. Appointments-None

11. Old Business-None

12. New Business

- a. Application from High Octane Harley-Davidson, 1 Chelmsford Road, Billerica, MA, for a One-Day Alcohol License and One-Day Entertainment License for a motorcycle bike run event to be held on June 28, 2026, from 11:00 AM to 4:00 PM, including live music and associated activities.
- b. Discussion and Vote to approve and execute a Memorandum of Understanding and Grant of Easement related to municipal drainage infrastructure at 10/12 Shawsheen Road
- c. Discussion & Vote on Water & Sewer Administrative Abatement Policy presented by Todd Melanson Water Superintendent.
- d. Discussion and Possible Vote to amend the Select Board Policies and Procedures regarding public hearing notification requirements for Entertainment License application.
- e. Vote to approve One Stop Grant Applications;
 - a. Fy27 MBTA Communities Catalyst Fund
 - b. Fy27 Community Planning Grant
 - c. FY27 Site Readiness Program

- f. Discussion and vote on adding the Juneteenth Flag and Pride Flag to the Select Board Policy 41.2 Flags Allowed to be Flown.
- g. Discussion of potential revisions to Section 20.1 of the Select Board's Policies and Procedures (Inquiries to Town Counsel).
 - g.2 Discussion and potential approval of G.L. c. 268A, § 19(b)(1) disclosure form from Ivria Fried and Bryan Bertram, Town Counsel, to permit participation in the Section 20.1 of the Select Board's Policies and Procedures (Inquiries to Town Counsel) revision process.

13. Town Manager's Report

14. Meeting Schedule

June 1, 2026 & June 15, 2026

15. Adjournment

Agenda Item #1

CALL TO ORDER

Agenda Item #2

PLEDGE OF ALLEGIANCE

Agenda Item #3

OPEN MICROPHONE

Agenda Item #4

ANNOUNCEMENTS

VACANCIES ON BOARDS AND COMMITTEES

SELECT BOARD APPOINTMENTS

| COMMITTEE | OPENINGS | TERM EXPIRES |
|------------------------------------|--|--|
| Billerica Agricultural Commission | 1 – Associate Member 1- Alternate | 2029 |
| Cabot Land Re-Use Committee | 2 – Members 2 – Members 2 – Member 6 TOTAL | 2028 2027 2029 |
| Community Preservation | 1-Member | 2027 |
| Commission on Disability | 1-Disabled Member 1-Disabled Member | 2027 2029 |
| Historic District Commission | 3-Alternate Members* | 3 year term |
| Electronic Voting Committee | 1 – Member 1-Member | 2028 2029 |
| Fence Viewer | 1 Positions | 2027 |
| Local Cultural Council | 1 – Member* | 2027 |
| Municipal Affordable Housing Trust | 1 – Member (Attorney) 1 – Member (Banker) 1 – Resident 1 – Resident 1 – Member (Realtor) 1 – Member Housing Authority Rep 6 TOTAL | 2027 2026 2026 2027 2027 2026 |
| Scholarship Committee | 3 – Members* | 2028 |

05/18/26

Agenda Item #5

PROCLAMATIONS

Agenda Item #6

CONSENT



**TOWN OF BILLERICA
SELECT BOARD MINUTES
SEPTEMBER 22, 2025**

Members Present: Chair Jillian Pavidis, Vice Chair John Burrows, Secretary Daniel Darris-O'Connor, Member Michael Rosa, and Member Dina Favreau

Members Absent: None

Staff Present: Town Manager Christopher Dillon and Recording Secretary Dawn McDowell

Call to Order 6:00 PM

Chair Pavidis called the meeting to order at 6:00 PM.

The Pledge of Allegiance was recited.

Chair Pavidis called for a moment of silence for Anapum Wali who recently passed.

1. Open Microphone

Janet Moran of 218 Rangeway Road #294 – Ms. Moran stated that she would like to speak about Article 38. She is President of Phase II and a Town Meeting member. Last year, the Select Board and Planning Board voted against a development at Swanson Meadows. They are allowed to build 40-45 single family homes and now they are asking for a zoning overlay to build condos. Last year, they wanted 192 units and this concept plan is showing 160 units. This is a conceptual plan only and they are using stock photos. They will maximize the site and traffic and noise will be substantial. They will have to cut 1,000 trees and they will eliminate green space.

Michael Pendleton/Dick Coluantoni - Mr. Pendleton stated that he wanted to speak about Anapum Wali who just passed way. Mr. Wali was a ZBA member for 10 years and he was a bright and valued individual. He asked that the Select Board send a letter to his wife in appreciation of his service. He will be missed.

Grace Tucci of 7 Carson Street – Ms. Tucci stated that she would like an update on the audit and website for the next meeting. She would also like the recordings of the boards and committees updated on the website.

Prakash Gound of 218 Rangeway Road #211– Mr. Gound stated that he is against the rezoning for Swanson Meadows.

Pallavi Dedlia of 216 Rangeway Road, #193 – Mr. Dedlia stated that it is not clear on the zoning change for Swanson Meadows will affect us. There also seems like there are legal issues. What happens to the clubhouse if the golf course goes away. There is a noise issue now with the clubhouse. If this is on Parcel A and B, would this be spot zoning?

MOTION – Member Rosa made a motion to send a letter to Anapa Wali's family, thanking them for his service. The motion was seconded by Secretary Darris-O'Connor and unanimously voted 5-0-0.

Rose Chersiykski of 218 Rangeway Road #1104 – Ms. Chersiykski stated that she is a trustee of the condo association. There are 76% of residents opposed to this and they are requesting that this not be recommended to Town Meeting. There is a conservation restriction that is in perpetuity. The zoning doesn't change that. There is toxic waste, sewer problems, traffic, wetlands and noise.

Ms. Moran spoke again and asked what happens with the clubhouse because it's so noisy now. This would be spot zoning according to Kelley Sardina.

Announcements

2. Vacancies on Boards and Committees

Secretary Darris-O'Connor read the vacancies on Boards and Committees.

3. All other announcements may be viewed on the Town of Billerica website

Proclamation and Public Recognition



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4. Billerica Girl Scouts Are Turning 100

Secretary Darris-O'Connor read the proclamation for the Billerica Girl Scouts.

5. Down Syndrome Awareness Month – October

Secretary Darris-O'Connor read the proclamation for Down Syndrome Awareness Month.

Public Hearings

6. Public Hearing – National Grid and Verizon - #31182613 – National Grid to install (1) JO Pole (Pole #89-50) on Allen Road beginning at a point ~635' southeast of the centerline of the intersection of Rolling Hill Road and Allen Road

MOTION – Secretary Darris-O'Connor made a motion to open the public hearing for National Grid #31182613 at 6:35 PM. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

Bryan Sathler of National Grid appeared for the public hearing. Mr. Sathler stated that this application is for a new pole.

Member Rosa asked if any abutters had reached out. Mr. Sathler replied no. Member Rosa asked if you have read the DPW comments and know that you need to reach out to them directly to mark the water and sewer. Mr. Sathler replied yes.

There were no questions from abutters in person or via Zoom.

MOTION – Secretary Darris-O'Connor made a motion to close the public hearing for National Grid public hearing #31182613 at 6:36 PM. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

MOTION – Secretary Darris-O'Connor made a motion to approve the National Grid pole petition for #31182613 as presented. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

7. Public Hearing – National Grid and Verizon - #31181799 – National Grid to install (1) JO Pole (Pole #14-50) on Pollard Street beginning ~295' south of the centerline of the intersection of Salem Road. The pole will be a 50' class H1 pole between Poles P14 and P15 and be located on Town property intersected by Salem Road and Hayden Road

MOTION – Secretary Darris-O'Connor made a motion to open the public hearing for National Grid #31181799 at 6:37 PM. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

Bryan Sathler of National Grid appeared for the public hearing. Mr. Sathler stated that this application is for a new pole to support the distribution system.

Member Rosa asked if any abutters had reached out. Mr. Sathler replied no. Member Rosa asked if you have read the DPW comments and know that you need to reach out to them directly to mark the water and sewer. Mr. Sathler replied yes.

There were no questions from abutters in person or via Zoom.

MOTION – Secretary Darris-O'Connor made a motion to close the public hearing for National Grid public hearing #31181799 at 6:38 PM. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

MOTION – Secretary Darris-O'Connor made a motion to approve the National Grid pole petition for #31181799 as presented. The motion was seconded by Member Rosa and unanimously voted 5-0-0.



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8. Public Hearing – National Grid and Verizon - #31168498 – National Grid to install (1) JO Pole (Pole #P2-50) on Cook Street beginning at a point ~240’ northeast of the centerline of the intersection of Boston Road mid-span between poles P2 and P3 Cook Street. Pole will be located on town property intersected by Boston Road and Covington Avenue.

MOTION - Secretary Darris-O’Connor made a motion to open the public hearing for National Grid #31168498 at 6:38 PM. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

Bryan Sathler of National Grid appeared for the public hearing. Mr. Sathler stated that this application is for a new pole.

Member Rosa asked if any abutters had reached out. Mr. Sathler replied no. Member Rosa asked if you have read the DPW comments. Mr. Sathler replied yes. Member Rosa stated that the DPW has stated that the pole is proposed to be installed on a paved sidewalk with less than 36”. He will not support this. We have worked really hard to have poles removed from sidewalks and will not support adding a new one.

Member Favreau stated that adding a pole in the sidewalk is not in line with complete streets policy and will not support this.

There were no questions from abutters in person or via Zoom.

MOTION - Secretary Darris-O’Connor made a motion to close the public hearing for National Grid public hearing #31168498 at 6:40 PM. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

MOTION - Secretary Darris-O’Connor made a motion to approve the National Grid pole petition for #31168498 as presented. There was no second. The motion fails.

Interviews

9. Town Counsel Interviews: - Brooks & DeRensis

Paul DeRensis appeared for the interview for Town Counsel. Attorney DeRensis stated that they have been Billerica’s Town Counsel for a year and a few months. We’ve been operating under a retainer system, but they are willing to negotiate as long as it works for both sides. Our rates are 20% less than Harrington Heep. We took over from your previous Town Counsel, and it took longer and was more difficult than it should have been. It was a hard transition. There was a flood of backlogs and many upheavals. There have been changes in the Town Manager, in Select Board Chairs as well as many disputes between Board members. They have hired Attorney Moreira as Billerica’s point of contact. They have accomplished a lot for the Town and have had success in courts. We have invested a lot of time in Billerica and with our reputation, there is no need to go elsewhere. We have 20 lawyers and 9 paralegals, and we just hired a 30-year experienced land use attorney. Our Real Estate department with 7 attorneys will be available to Billerica. John Ruggieri joined the meeting via Zoom. Attorney Ruggieri stated that he is the Chair of the Real Estate Department with over 30 years of experience and has been involved in the Yankee Doodle Bike Path, and procurement. They also have Attorney Clements on staff that have over 30 years’ experience in land use and zoning matters.

Member Rosa stated that there have been bumps in the road and he knows that Mr. Dillon has some issues with the billing. We have a retainer, but we have had multiple meetings to discuss issues and concerns we are having. Mr. Kopelman was agreeable to some of our ideas and maybe some of them have been incorporated but there have been issues that were not always clear and concise. The hiring of Attorney Moreira has helped with response time, but we are getting billed for his time at attorney rates. Attorney DeRensis stated that only when he provides legal opinions. Member Rosa stated that when you took over from KP Law, you said that they did not provide a lot of our files and you had to recreate them. We asked you to track the time separately, but you never did that. This was frustrating because we made it very clear that we wanted to try to recoup that. There have been issues like with AT&T lease on the water tower. This was sent to Attorney Hucksam, and he didn’t do anything about it. We need to have trust that



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our Town Counsel explores all avenues. He likes that the cost is less, but they have spent significantly more than what we have paid in the past. Before Mr. Dillon came, no one was reviewing what was covered by the retainer.

Secretary Darris-O'Connor thanked them for coming but to be honest, he has dire concerns that Brooks and DeRensis can represent Billerica. Does Brooks & DeRensis have a dedicated municipal law unit. Attorney DeRensis stated that everyone is a municipal law member, but we do other private business but we can handle a wide range of issues. Secretary Darris-O'Connor asked how many towns you represent. Attorney DeRensis replied seven towns with 20 lawyers. Harrington Heep represents 27 towns with 13 lawyers. Secretary Darris-O'Connor stated that we need timely responses. There was a question asked about the reorganization of the Select Board, and it took over a week to answer. Attorney DeRensis stated that every Select Board member has access to Town Counsel and we were getting conflicting information and politics aside, we did provide legal opinions. Secretary Darris-O'Connor asked why there were multiple opinions on the preliminary warrant. Attorney DeRensis stated that they were editing articles and they did not get the full story. Secretary Darris-O'Connor stated that we need timely opinions regardless of who asks. Secretary Darris-O'Connor stated that at Town Meeting there was a motion to move the question and was asked if a simple majority vote was required or a 2/3 vote and we couldn't get a clear answer. Attorney DeRensis stated that this dealt with MBTA and it was a not a clear issue.

Vice Chair Burrows stated that he is concerned with response time with department heads. He doesn't want a personal opinion; he wants to know what the law is. When bad information is given, it drops your credibility. The bills have been astronomical, and he wonders what is covered under the retainer. Attorney DeRensis stated that they put Attorney Moreira in charge of getting timely answers and early on it was a flood gate. There are changing opinion because we are not given all the relevant information and we need to give an opinion based on the information given. Vice Chair Burrows stated that the Chair was supposed to be cc'd on every email and that was not happening. Attorney DeRensis agreed that was an issue and we fixed that.

Member Favreau prefaced her comments that the opinion for the preliminary warrant was thorough. You're firm has not been responsive in the last six months. We met in January in Executive Session to discuss deficiencies. Some issues have improved but some haven't. What would your firm do differently if selected. Attorney DeRensis stated that we have provided tracking for questions received and we provide it weekly. Member Favreau stated that she hasn't seen that. Chair Pavidis stated that it goes to herself and the Town Manager. She can send it to the entire Board. Member Favreau asked what would be done differently. There are issues with response time, different opinions, lack of trust, accuracy of law. Attorney DeRensis stated that we are told one story and then someone comes to us with different information, it's hard to give an accurate opinion. Member Favreau asked what the recommendation would be moving forward because we need adequate legal counsel. There have been some improvements but not quite enough. Attorney DeRensis stated that the full board should get the tracking log and sometimes the law is not clear.

Mr. Dillon stated that you have 20 attorneys representing 7 towns but how many municipal attorneys are on staff. Attorney DeRensis replied 16. Mr. Dillon asked how many do only municipal law. Attorney DeRensis replied 6. Mr. Dillon asked if you are not selected, what is the transition plan. Attorney DeRensis replied that they would never do what KP Law did and will always protect the town.

Chair Pavidis stated that there have been a lot of changes. What happens when five Select Board members have facts that they believe are true. The response time has improved but is still lacking. Attorney DeRensis stated that the Board should use the Town Manager as a clearing house. All correspondence should go through the Town Manager, and the Town Manager would send it to Town Counsel.

Member Rosa stated that per our policies and procedures, both the Town Manager and Town Counsel are appointed by this Board. Our policies require that the Chair and Town Manager be copied on all emails to Town Counsel. If you receive conflicting questions, reach out to Town Manager. Member Rosa asked if Brooks & DeRensis has the bandwidth to handle Billerica. Attorney DeRensis replied yes.



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Attorney DeRensis stated that they are willing to work with the Town on the policies and procedures and with the retainer. There has been a lot of upheaval and things have quieted down. We have made an investment in the Town and they welcome feedback from the department heads.

New Business (Quick Items)

10. Discussion on Upcoming Veteran's Events – Requested by Donnie Jarvis

Donnie Jarvis joined the meeting. Mr. Jarvis stated that there are a lot of events coming up for Veterans. They have sent out over 2,000 postcards for the events. On October 13th, the US Navy is turning 250. They will be holding a pig roast at the Pinehurst VFW. On October 25th, there will be a resource fair at Town Hall. They will be handing out over 500 jackets; haircuts will be available and the 99s will be providing lunch. On the Sunday before Veteran's Day, they will host a Veteran's Honor Stroll at Vietnam Veterans Park. They will use the soccer fields for activities. The Monday before Thanksgiving, they will be giving out 100 turkeys with the trimmings. On December 16th there will be the holiday party. They will have 300 seats and this year they will add delivery for those Veteran's how can't make it. They will be doing Christmas stockings and will also coordinate with the assisted living facilities in town. Any leftover stockings will be given to the Bedford VA.

Chair Pavidis thanked Mr. Jarvis and the Honor Platoon.

11. Signs in the Common – Request (4) 18" x 24" Signs for the Billerica Honor Platoon –Veteran's Honor Stroll on November 2, 2025 from October 13th to November 2nd – Requested by Veteran's Agent Donnie Jarvis

MOTION – Secretary Darris-O'Connor made a motion to approve (4) 18" x 24" Signs for the Billerica Honor Platoon –Veteran's Honor Stroll on November 2, 2025 from October 13th to November 2nd. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

12. Signs on the Common – Request (4) 18" x 24" Signs for Wreaths Across America from November 17th to December 5th – Requested by Veteran's Agent Donnie Jarvis

MOTION – Secretary Darris-O'Connor made a motion to approve (4) 18" x 24" Signs for Wreaths Across America from November 17th to December 5th. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

13. Signs on the Common – Request (4) 18" x 24" Signs for the North Billerica Baptist Church Annual Craft Fair on Saturday, October 18, 2025 from October 12th to October 18th – Requested by Diana Fowler

MOTION – Secretary Darris-O'Connor made a motion to approve (4) 18" x 24" Signs for the North Billerica Baptist Church Annual Craft Fair on Saturday, October 18, 2025 from October 12th to October 18th. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

14. Use of the Common – Request Use of the Town Common on Saturday, October 18, 2025 from 2:00 PM to 6:00 PM for a Gospel Music Rally – Requested by Ester Lwebuga from Global Evangelical Church, 34 Linnel Circle

Ester Lwebuga joined the meeting. She has been at the church since 2020, and they have a lot to offer and invited everyone to join them on the common.

MOTION – Secretary Darris-O'Connor made a motion to approve the use of the Town Common on Saturday, October 18, 2025 from 2:00 PM to 6:00 PM for a Gospel Music Rally. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

15. Signs on the Common – Request (4) 18" x 24" Signs for the BATV Annual Haunted House from October 11th to October 25th – Requested by Faith Brodi

MOTION – Secretary Darris-O'Connor made a motion to approve (4) 18" x 24" Signs for the BATV Annual Haunted House from October 11th to October 25th. The motion was seconded by Member Rosa and unanimously voted 5-0-0.



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16. Discussion on the Resolution in Support of Paint Stewardship Legislation – Requested by Thomas Irwin

No one appeared for this agenda item.

Member Favreau asked if someone needed to be here. Chair Pavidis stated that she has questions. Member Rosa also has questions.

Appointments

17. Local Cultural Council – Angela LoGuidice (Expiration June 30, 2027)

MOTION – Secretary Darris-O’Connor made a motion to appoint Angela LoGuidice to the Local Cultural Council with an expiration date of June 30, 2027. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

Presentation

Committee Reports

Old Business

18. Town Manager’s Report

Mr. Dillon thanked the Yankee Doodle committee. It was a great event last weekend and it was great to pull the community together.

Mr. Dillon stated that Mr. Russell and Ms. Conway will come before the Board on October 6th, but he has provided a memo from Ms. Conway. Member Favreau stated that she appreciates the follow up but she would like to discuss these responses with them in person.

Free Cash, Water and Wastewater Retained Earnings Certified

Mr. Dillon stated that earlier this week, the Town’s Free Cash, Water and Wastewater retained earnings were certified by the State. Free Cash was certified at \$5,362,862. The Water Retained Earnings was certified at \$1,642,414 and Sewer or Wastewater at \$3,502,299. You should have received the documents from the State, but if you did not please let us know so we can have you added to the distribution list.

Planning and Economic Development

He would like to take a second to recognize Katherine Malgieri and also Mark LaLumiere who are working tirelessly on keeping and attracting businesses to the Town of Billerica. He has sat in numerous meetings since he started with them and business owners to ensure the Town is meeting their needs and working with others to promote what our community has to offer. A few items the Board should be aware of include: • The grant application for a Rt 3 Corridor Study should be announced in the next few weeks. If awarded, this grant would pay for a consultant to further study the Route 3 corridor study and to see what other actions may be necessary to attract development at key locations. • Business in Focus magazine has published a feature on Billerica, highlighting the commercial and capital facilities projects done in town over the last 10 years. A second publication (also a national B2B) is in the drafting phase. • Small Business Administration (SBA) is working with staff to host an educational event to attract more manufacturing jobs. Event will include information like how to access capital and technical assistance. An exhibitor hall will also be open. Tentative date: November 18th. • A global company in town (with over 400 jobs currently) is outgrowing their space. They have conducted a “Stay or Go” assessment and are considering leaving Billerica instead of building on to what they have here. If they stay, the expansion will create 200 additional jobs. Additional discussion at a future Select Board meeting is expected.

Member Rosa stated that we would want to keep the global company in Town and we should do anything we can do. Mr. Dillon stated that we have been meeting with the company and will be before the Board when more information is available.



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19. Discussion and Possible Vote – Design for the Police Station

Mr. Dillon provided a memo from the meeting on August 11th. The Chief did a great job with the information and the needs of his department. A feasibility study was done and it determined that the current facility could maintain the Police Department but needed renovations including windows, space usage, etc. The renovation costs can range from \$5 million to \$11 million. We need to look if it could be addressed with debt stabilization. They will work with the police department and move this forward with the design piece to get real costs. They will ask Town Meeting for \$640,000 for an actual design phase to keep the ball moving and look at the priorities.

Member Rosa asked if the \$640,000 is to look at the whole thing. Mr. Dillon replied yes, we need to get the true costs.

Member Favreau stated that she agrees with the approach.

Secretary Darris-O'Connor stated that he is disappointed, he thought the feasibility study was done for the entire project already. The Police Department needs an update station. We were already going to take on debt that we didn't. We should try to get this done as soon as possible.

Chair Pavidis stated that this is not stalling but we need to get accurate costs for this project. This has to happen anyway.

MOTION - Member Favreau made a motion to approve a design study and fund the \$640,000 from free cash. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

20. Preliminary Warrant Discussion and Possible Vote – October Town Meeting

Article 1

MOTION - Secretary Darris-O'Connor made a motion to recommend Article 1 to Town Meeting. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

Article 2

MOTION - Secretary Darris-O'Connor made a motion to recommend Article 2 to Town Meeting. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

Article 4

Mr. Dillon stated that "& Retained Earnings" should be deleted from the funding source. We will only use free cash.

MOTION - Secretary Darris-O'Connor made a motion to recommend Article 4 as amended to Town Meeting. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

Article 5

MOTION - Secretary Darris-O'Connor made a motion to recommend Article 5 to Town Meeting. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

Article 6

Member Rosa stated that the land bank policy is to put \$500,000 in it. Mr. Dillon stated that there are too many uncertainties with none of the CBAs being settled and increasing electrical bills. If there is free cash available, they could make an additional deposit in the spring. Mr. Dillon stated that he fully supports the Land Bank, but there are some many unknowns. There will only be \$1 million in free cash.

Member Favreau asked if the teacher's agreement is complete. Mr. Dillon stated that it is tentative. The School Committee meeting is tomorrow. Member Favreau asked what happened with the electricity costs? Mr. Dillon stated that we are going over the costs and they are increasing. Amit Chhayani, Town Accountant joined the meeting. We have income from solar arrays, and they give us 16-17% savings but in the last three years, the rate has gone up. We



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are looking at a \$300K shortfall. FY26 was level funded and we did a budget amendment in the fall of FY24 for this and other items. We are looking at other solar projects in our region to see if we can buy credits at a discount.

Member Rosa stated that we shouldn't bridge budget gaps with free cash and get into trouble like the school did. Mr. Dillon stated that he can't answer for how the FY26 budget was done but will be presenting a more realistic budget for FY27. Member Rosa stated that we should be looking to add solar panels to our buildings to offset the electricity costs. Mr. Dillon stated that they have been looking at buildings that are designed to handle solar. Member Rosa added that we should look at adding additional money to the land fund if available.

MOTION – Secretary Darris-O'Connor made a motion to recommend Article 6 to Town Meeting. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

Article 8

Mr. Dillon stated that this is a placeholder. Town Counsel has stated that it is illegal to break up the school contracts. They must be handled as one article. Member Rosa asked what happens if one union doesn't settle. Mr. Dillon stated that if it is not settled, then the amount will be 0. Member Rosa stated that we need to be ready to discuss this at Town Meeting.

Article 15

Member Favreau stated that the explanation is missing and should be included.

Member Rosa stated that he would like more information on the UTV because the costs seem high. This article will be discussed at the next meeting.

Article 17

MOTION – Secretary Darris-O'Connor made a motion to recommend Article 17 to Town Meeting. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

Article 18

Member Favreau stated that we need to get an update from the Chair of this committee before we approve this. There have been a number of resignations and there are some concerns with not getting accurate Treasurer's Report.

Vice Chair Burrows asked if this article could go to the spring Town Meeting. Member Favreau asked if there was enough time if we waited until the spring. Mr. Chhayani replied yes, there should be. Member Favreau asked if this should be withdrawn. Secretary Darris-O'Connor asked if the 250th Committee can submit articles for the warrant.

MOTION – Vice Chair Burrows made a motion to withdraw Article 18. The motion was seconded by Member Rosa and voted 4-0-1. Secretary Darris-O'Connor abstained from voting.

Article 19

Member Rosa stated that we approved \$50,000 in 2018 and it took 7 years to spend this. He would recommend reducing the amount to \$25,000. Mr. Dillon stated that you have to remember that this was during COVID so there was not a lot of requests.

Mr. Chhayani stated that we acknowledge not every year is the same. There needs to be some flexibility, and each street acceptance is around \$5-\$6,000.

This article will be discussed at the next meeting.

Article 20

MOTION – Secretary Darris-O'Connor made a motion to recommend Article 20 to Town Meeting. The motion was seconded by Member Rosa and unanimously voted 5-0-0.



**TOWN OF BILLERICA
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Article 22

Mr. Dillon stated that this article is for both water tanks inside and out. Member Rosa asked that we reach out to Town Counsel about the AT&T lease. There should have been \$56,192 a year put into a separate account. Mr. Chhayani stated that the money went into the General Fund. Member Favreau asked if we should create a debt stabilization account for this. Member Rosa stated that is a separate discussion. We need to look at a 10-year lease.

Member Favreau asked if we have already funded this. Mr. Dillon replied yes, there was an article for \$3 million but after further review there is additional damage inside and outside of the tank.

Article 30

Member Rosa stated that we already issued a license for this waiting for this easement document.

MOTION - Secretary Darris-O'Connor made a motion to recommend Article 30 to Town Meeting. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

Article 31

Member Rosa stated that we asked staff to look at the proposed parcels to see if there were any municipal need for them. The parcels in red will be pulled from the final article.

Member Favreau stated that she supports this and her family land was taken for taxes years ago and they are included in the list. We should add "in perpetuity" to the articles. Member Rosa asked that T

Ms. Malgieri stated that the redlines are from Town Counsel.

MOTION - Secretary Darris-O'Connor made a motion to recommend Article 31 to Town Meeting with the addition of . The motion was seconded by Member Rosa and unanimously voted 5-0-0.

Article 32

Member Rosa stated that the legal opinion is that this article is legal to form but it is not right. Chapter 44, Section 57, You can't change an MGL thru a Charter change. In the Charter, it says that a referendum petition is filed, the vote of Town Meeting is null and void. An article on debt needs a 2/3 vote. Secretary Darris-O'Connor stated that this is a loophole.

Member Rosa stated that Chapter 38, Acts of 2020 states when the law changed from 2/3 to a majority vote for housing, it required a change in the law and the Governor had to sign it.

Member Favreau stated that Town Counsel said this needs a public hearing. There is a Charter Committee that is reviewing the Charter and there is not enough time to review this before Town Meeting. Secretary Darris-O'Connor stated that Member Rosa had a Charter amendment that didn't go through the Charter Committee. This was brought up in Spring 2024 and Town Counsel said it was legal then and many other towns have this in their Charter.

This article will be discussed at the next meeting.

Article 34

Mr. Dillon stated that this will be discussed at the next meeting.

Article 35

Secretary Darris-O'Connor stated that this is a good start because its less restrictive.

MOTION - Member Rosa made a motion to recommend Article 35 to Town Meeting. The motion was seconded by Member Favreau and unanimously voted 5-0-0.

Ms. Malgieri stated that on June 11th, the Select Board held a special meeting and supported this idea.



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Article 36

Member Rosa stated that this would harm elderly people. There are costs associated with fines. He would rather see an escalation fee. Secretary Darris-O'Connor stated that this is already a bylaw.

Chair Pavidis stated that she is also concerned with someone who is not physically able to shovel the sidewalk. Secretary Darris-O'Connor stated that the police have discretion on how much time is given.

Mr. Dillon stated that the police will do what is right. Secretary Darris-O'Connor stated that this is about public safety and accountability.

Member Favreau stated that \$75 is steep for elderly and people on the fixed income. The police don't have staff for this enforcement and she will not support.

Vice Chair Burrows asked what happens if a person is handicap or if people go away for the winter. Perhaps we could look at increasing it to \$20.

MOTION - Member Favreau made a motion to recommend Article 36 to Town Meeting. The motion was seconded by Member Rosa and voted 2-3-0. The motion fails. Member Rosa, Vice Chair Burrows and Member Favreau voting against.

Chris Sennott, Chair of the 250th Committee, appeared to discuss Article 18.

Article 18

MOTION - Vice Chair Burrows made a motion to reconsider the vote taken on Article 18. The motion was seconded by Secretary Darris-O'Connor and unanimously voted 5-0-0.

Mr. Sennott stated that we need the money in advance to order the fireworks for the event. This money would be deposited by the Town Accountant's office and they would cut a check for the fireworks.

Member Favreau stated that she would like an update on the committee's activities at another meeting.

Member Rosa asked if Mr. Sennott could give an overview of the event planned. Mr. Sennott stated that we are also going to try to get corporate sponsors. The event would be on July 2nd and have fireworks, vendors, beer garden, etc.

MOTION - Secretary Darris-O'Connor made a motion to recommend Article 18 to Town Meeting. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

Article 37

MOTION - Secretary Darris-O'Connor made a motion to recommend Article 37 to Town Meeting. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

Member Rosa asked that this be put in the tax bills for information.

Article 38

Attorney Brian Tirell stated that they are requesting to put a zoning overlay on three lots. This would allow possibility of 55+ development over 100 acres. Currently, they are allowed to build 45 single family homes by right. This would bring in children and possible ADUs. The overlay would provide options for 162 units over 55 multifamily development. This would bring in significant recurring revenue and 15% affordable units. There would also be a 70% local preference. The market rate units would be \$875,000 and the affordable units would be \$310,000. There would be revenue of \$1.35 million in real estate tax and more in excise tax. The building fees would also be about \$1 million. This article is for rezoning only and not for development. That would still need Planning Board approval. If this passes, they would work with staff, the Planning Board and the neighbors. Last year, the applicant requested a release of the restriction/covenant, but they haven't this time. We cannot do the final plans until the zoning passes. The Planning Board was a 3-3 split with one member missing.



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Chair Pavidis stated that the owner could build 45 single family homes by right. This article deals with zoning only.

Janet Moran of 216 Rangeway Road – Ms. Moran stated that the Planning Board voted 3-3. There are 60 acres for the golf course and 40 acres behind it. This would require a homeowner's association with 15% being affordable. The proposal last year was for \$1 million houses that people cannot afford. We would become a city.

A resident spoke and said there are environmental concerns and we have been told that the covenant expires after 30 years but we would like Town Counsel's opinion on that. Our condos are priced at \$730K - \$780K and they are older so what would these new units cost. They would not be affordable.. We've had to deal with septic issues, road issues and bad builders.

Ralph Deldon of 216 Rangeway Road – Mr. Deldon stated that we have been looking at this for years and worked with the Town for what is best for the Town and the abutters. Our townhouses have 80 units on 10,000 SF, this proposed development would be more spreadout. We can't guarantee a 40R development wouldn't go there.

Al Tassone of 216 Rangeway Road – Mr. Tassone stated that he was on the HOA board but resigned. He is in favor of a 55+ development but last year we pulled the two articles but they keep bringing them up. That was a different proposal. The HOA wants guarantees but they can't get them until the zoning passes but we gave them an MOU. The Board needs to stick with the subject of the article. He would like to know why a 3-3 vote at the Planning Board was a loss.

Dan Clark of 218 Rangeway Road – Mr. Clark stated that they are opposed to the zoning article, but it is all for affordable housing.

Another abutter stated that it is premature to do a zoning change. The residents are against it, and they are not sure why a 40B or 40R is being brought up. There is pressure to help release covenant. They are not against something, but it's the way it's being done. It's distributive. There are other ways to develop this property. The golf course raises house values by 15-30%. 55+ housing is valuable but not here. The open space and green space is important.

Another abutter stated that this is not good for the abutters. There is noise now. There is a dump now on the Dupont property. There are also Conservation issues.

Attorney Tirell stated that the vote of the Planning Board is not a fail, it was a split vote, and it was not a negative recommendation. Member Favreau stated that the Planning Board recommendation says it did not recommend. Attorney Tirell stated that if he lived next to a golf course, he would not want it to change. This is part of your Master Plan. The Town is in control. There have been some mis-statements. If developed into single family homes, there would be no affordable units. Our estimates on costs is conservative. On the record, there would be no more than 162 units. It was stated that the owner is a bad builder, but the property values keep going up, which is contradictory.

Ms. Moran stated that Roberts Rules state that a 3-3 tie is a failed motion.

Katherine Malgieri, Planning Director – Ms. Malgieri stated that the Planning Board did not issue a positive or negative recommendation.

Member Rosa stated that the residents have been complaining about Rocco Scippa for years and he doesn't know why Mr. Deldon and Mr. Tassone are now supporting the push for zoning. The owner can make more money with higher density, and this zoning would elevate the value on a property the Town may want to buy and run a golf course. He doesn't agree with proposed calls to police and fire, he believes it's too low. There will be an increase in taxes but there will also be a need for more water. It is correct that the largest growing demographic is seniors, but this seems like it would be a lateral move and would not be affordable. He is not in favor of this zoning and would rather see single family homes.

Mr. Deldon stated that Member Rosa should be ashamed. He didn't help us with sewer when Kennady Meadows went by.



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Member Favreau stated that this is the fifth time this has been before us since she has been on the Board and she voted this down three times. There are multiple restrictions and they are in perpetuity. There is a Conservation Restriction, and the Right of First Refusal has no expiration. Town Counsel stated that the Select Board had to refer this article to the Planning Board for a public hearing and that never happened. Besides the Conservation Restriction and Right of First Refusal there are multiple restrictions that remain in perpetuity. There is an industrial use restriction on Parcel B and part of the 127 acres there is a restriction for no housing. Affordable units would be \$600,000 not \$300,000. She requests that the documents that we were provided tonight be sent to Town Counsel prior to Town Meeting.

Chair Pavidis stated that they need to get the date the right of refusal expires. If it is 2029, then they can build whatever they want. Member Rosa stated that it is currently rural residential, so they can build single family homes.

Attorney Tirell stated that under State Law, the restriction conveyance is limited to 30 years and it is not in the document.

Ms. Malgieri stated the zoning is already rural residential and it comes down to what the vision for the town is. Do you want single family homes or a 55+ development?

Secretary Darris-O'Connor stated that it's going to come down to the majority of Town Meeting. If you are pro-business and willing to invest, we should look at new growth to help support the cost of the projects we want and help run our government. Elderly zoning is positive and we already have a zoning overlay for this.

Vice Chair Burrows stated that this is just a zoning change. This is not for building. We should be part of the conversation about what goes here. If single family homes are built, there will be impacts to the schools and each house could build an ADU which means more traffic will go through here as opposed to a 55+ development.

MOTION - Secretary Darris-O'Connor made a motion to recommend Article 38 to Town Meeting. The motion was seconded by Vice Chair Burrows and voted 3-2-0. The motion passes. Member Rosa and Member Favreau voting against.

21. Discussion and Possible Vote to Award the RFP for Town Owned Farm Land

Karen Kaminski appeared for discussion on the RFP for Town Owned Farm Land. Ms. Kaminski stated that she went into the hallway with Mr. Griggs and they spoke on this RFP. They would like to talk about joining forces on this project. Bill Griggs joined the meeting and said that they are going to walk the farm together and see what we can do.

Member Favreau asked if there is a deadline for this RFP. Mr. Dillon replied no.

Member Rosa stated that you can come back on October 6th and if you are not ready, just let the office know.

22. Discussion and Vote on Gift Acceptance:

a. Veterans' Services

- i. Donation of a Pizza Oven to be used in office for Veterans (Estimated Value \$1,000)
- ii. Donation of a Handicap Ramp to be used for Veterans (Estimated Value \$1,000)

b. Billerica Public Library

- i. Donation of (5) Chromebooks (Estimated Value \$1,875) to be used by the library
- ii. Donation of (35) Period Packs (Estimated Value \$40) to be offered to the public
- iii. Donation of (4) \$20 Gift Cards for Boom Boom Games for prizes in the Teen Summer Reading Program
- iv. Donation of (15) gently used board games (Estimated Value \$500) to be used as prizes, added to the library collection and made available in the Teen section
- v. Donation of (1) Neuroshield board game (Estimated Value \$40) to be added to the library collection



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- vi. Donation of (20) Dental and Period Packs (Estimated Value \$50) to be offered to the public
- vii. Donation of (7) board games (Estimated Value \$15-\$30 per game) to be used as prizes
- viii. Donation of a bouquet of flowers (Estimated Value \$45) to be displayed in library

MOTION - Secretary Darris-O'Connor made a motion to recommend the gift donation as presented. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

Executive Session

23. Executive Session Pursuant to G.L. c. 30A, § 21A (2) To conduct strategy sessions in preparation for negotiations with nonunion personnel or to conduct collective bargaining sessions or contract negotiations with nonunion personnel – Town Manager's Contract

MOTION - Secretary Darris-O'Connor made a motion to go into Executive Session Pursuant to G.L. c. 30A, § 21A (2) To conduct strategy sessions in preparation for negotiations with nonunion personnel or to conduct collective bargaining sessions or contract negotiations with nonunion personnel – Town Manager's Contract at 11:03 PM. The motion was seconded by Member Rosa and unanimously voted 5-0-0. On a roll call vote: Secretary Darris-O'Connor voted Aye, Member Favreau voted Aye, Member Rosa voted Aye, Vice Chair Burrows voted Aye and Chair Pavidis voted Aye.

The meeting was called back to order at 11:37 PM.

New Business

24. Discussion and Possible Vote on Town Manager's Contract

Member Rosa stated that they just met in Executive Session to discuss the Town Manager's contract. Member Rosa gave a recap of the contract.

MOTION - Secretary Darris-O'Connor made a motion to approve the Town Manager's contract for Christopher Dillon as amended. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

25. Discussion and Possible Vote on Town Counsel Appointment

Member Favreau stated that it was not a secret that she is unhappy with our Town Counsel. She has raised concerns all last year and she would not recommend Brooks and DeRensis. Chair Pavidis agreed. Member Favreau stated that she is disappointed that she did not received the weekly updates, because that could have weighed on her choice. She would still like to receive the copies.

Secretary Darris-O'Connor stated that he was very impressed with Harrington Heep. Chair Pavidis stated that she agreed. Secretary Darris-O'Connor stated that Brooks and DeRensis does not have the competence to deal with Billerica.

Member Rosa stated that it is not easy either way. There have been issues with billing and things that should have been covered under the retainer. Brooks and DeRensis is less expensive, but he doesn't think we are going to save money. We need to make sure we tighten up the language in the retainer.

Mr. Dillon stated that he has not been here entire time with Brooks and DeRensis, but he has been impressed with Harrington Heep. He believes that they will hit the ground running and they would be a good decision.

Vice Chair Burrows stated that in the legal bills, Harrington Heep may not be cheaper, but they are not going to be legal opinions three times. Noemi has been great but Brooks and DeRensis is not the right fit here.

MOTION - Secretary Darris-O'Connor made a motion to appoint Harrington Heep as Town Counsel. The motion was seconded by Member Favreau and unanimously voted 5-0-0.



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26. Discussion and Possible Vote on the Creation of a Town Counsel's Contract Negotiations Sub-Committee – Appointment by the Chair

MOTION - Secretary Darris-O'Connor made a motion to create a 2 member Town Counsel contract negotiation subcommittee to be appointed by the Chair. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

Approval of Meeting Minutes

The minutes will be discussed at the next meeting.

27. June 2, 2025 Regular Meeting

28. June 11, 2025 Special Meeting

Meeting Schedule

October 6, 2025, October 7, 2025 (Town Meeting, If Needed), October 9, 2025 (Town Meeting, If Needed), October 20, 2025

MOTION - Secretary Darris-O'Connor made a motion to adjourn the regular meeting of September 22, 2025 at 11:48 PM. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

*Respectfully Submitted by Dawn McDowell,
Recording Secretary*

Please note, the entire video of this meeting can be found at: <https://www.batvinc.org/vodchannels.html>



**TOWN OF BILLERICA
SELECT BOARD MINUTES
SEPTEMBER 22, 2025**

Exhibits for the Select Board Meeting – September 22, 2025

Call to order 6:00 PM

1. **Open Microphone – No Exhibits**

Announcements

2. **Vacancies on Boards and Committees – Vacancy List dated 09/16/25**
3. **All other announcements may be viewed on the Town of Billerica website - No Exhibits**

Proclamation and Public Recognition

4. **Billerica Girl Scouts Are Turning 100 – Proclamation undated**
5. **Down Syndrome Awareness Month – October – Proclamation undated**

Public Hearings

6. **Public Hearing – National Grid and Verizon - #31182613 – National Grid to install (1) JO Pole (Pole #89-50) on Allen Road beginning at a point ~635’ southeast of the centerline of the intersection of Rolling Hill Road and Allen Road – NG Application dated 09/25/25, DPW Comments dated 09/04/25, Contractor Acknowledgement dated 09/05/25, Electrical Comments dated 08/27/25, Traffic Safety Comments dated 09/02/25, Abutters List dated 08/27/25, Public Hearing Notice undated**
7. **Public Hearing – National Grid and Verizon - #31181799 – National Grid to install (1) JO Pole (Pole #14-50) on Pollard Street beginning ~295’ south of the centerline of the intersection of Salem Road. The pole will be a 50’ class H1 pole between Poles P14 and P15 and be located on Town property intersected by Salem Road and Hayden Road– NG Application dated 07/30/25, DPW Comments dated 09/08/25, Contractor Acknowledgement dated 09/10/25, Electrical Comments dated 09/11/25, Traffic Safety Comments dated 09/05/25, Abutters List dated 09/09/25, Public Hearing Notice undated**
8. **Public Hearing – National Grid and Verizon - #31168498 – National Grid to install (1) JO Pole (Pole #P2-50) on Cook Street beginning at a point ~240’ northeast of the centerline of the intersection of Boston Road mid-span between poles P2 and P3 Cook Street. Pole will be located on town property intersected by Boston Road and Covington Avenue. – NG Application dated 07/23/25, DPW Comments dated 09/04/25, Contractor Acknowledgement dated 09/05/25, Electrical Comments dated 08/28/25, Traffic Safety Comments dated 09/03/25, Abutters List dated 08/27/25, Public Hearing Notice undated**

Interviews

9. **Town Counsel Interviews: Brooks & DeRensis – Response to RFP for Town Counsel & Legal Services dated 08/19/25**

New Business (Quick Items)

10. **Discussion on Upcoming Veteran’s Events – Requested by Donnie Jarvis – Flyer for Veteran’s Resource Fair, Veteran’s Honor Stroll, Pig Roast undated**
11. **Signs in the Common - Request (4) 18” x 24” Signs for the Billerica Honor Platoon –Veteran’s Honor Stroll on November 2, 2025 from October 13th to November 2nd – Requested by Veteran’s Agent Donnie Jarvis – Sign undated**
12. **Signs on the Common – Request (4) 18” x 24” Signs for Wreaths Across America from November 17th to December 5th – Requested by Veteran’s Agent Donnie Jarvis – Sign undated**



**TOWN OF BILLERICA
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13. **Signs on the Common – Request (4) 18” x 24” Signs for the North Billerica Baptist Church Annual Craft Fair on Saturday, October 18, 2025 from October 12th to October 18th – Requested by Diana Fowler – Sign updated**
14. **Use of the Common – Request Use of the Town Common on Saturday, October 18, 2025 from 2:00 PM to 6:00 PM for a Gospel Music Rally – Requested by Ester Lwebuga from Global Evangelical Church, 34 Linnel Circle – Letter from E. Lwebuga dated 09/11/25**
15. **Signs on the Common – Request (4) 18” x 24” Signs for the BATV Annual Haunted House from October 11th to October 25th – Requested by Faith Brodi – Email from F. Brodi dated 09/15/25**
16. **Discussion on the Resolution in Support of Paint Stewardship Legislation – Requested by Thomas Irwin – Resolution undated, Flyers undated, Paint Stewardship Bills H.886 and S.647, Flyer undated, Retailer Participation as a Paint Collection Site is Voluntary undated, Those objecting to the Paint Stewardship legislation undated**

Appointments

17. **Local Cultural Council – Angela LoGuidice (Expiration June 30, 2027) – Application dated 09/15/25**

Presentation - No Exhibits

Committee Reports - No Exhibits

Old Business

18. **Town Manager’s Report – Dated 09/19/25**
19. **Discussion and Possible Vote – Design for the Police Station – Memo from C. Dillon dated 09/19/25**
20. **Preliminary Warrant Discussion and Possible Vote – October Town Meeting dated 10/07/25, Article 35, Article 38 memo from Swanson Meadows Condo dated 09/18/25, Legal Opinions Part 1 undated, Legal Opinions Part 2 undated**
21. **Discussion and Possible Vote to Award the RFP for Town Owned Farm Land – RFP from La Familia Farm dated 08/20/25, RFP from William Griggs dated 08/27/25**
22. **Discussion and Vote on Gift Acceptance: - Gift Acceptance Form Summary undated and Gift Acceptance Forms listed below**
 - a. **Veterans’ Services**
 - i. Donation of a Pizza Oven to be used in office for Veterans (Estimated Value \$1,000)
 - ii. Donation of a Handicap Ramp to be used for Veterans (Estimated Value \$1,000)
 - b. **Billerica Public Library**
 - i. Donation of (5) Chromebooks (Estimated Value \$1,875) to be used by the library
 - ii. Donation of (35) Period Packs (Estimated Value \$40) to be offered to the public
 - iii. Donation of (4) \$20 Gift Cards for Boom Boom Games for prizes in the Teen Summer Reading Program
 - iv. Donation of (15) gently used board games (Estimated Value \$500) to be used as prizes, added to the library collection and made available in the Teen section.
 - v. Donation of (1) Neuroshield board game (Estimated Value \$40) to be added to the library collection
 - vi. Donation of (20) Dental and Period Packs (Estimated Value \$50) to be offered to the public
 - vii. Donation of (7) board games (Estimated Value \$15-\$30 per game) to be used as prizes
 - viii. Donation of a bouquet of flowers (Estimated Value \$45) to be displayed in library



**TOWN OF BILLERICA
SELECT BOARD MINUTES
SEPTEMBER 22, 2025**

Executive Session

23. **Executive Session Pursuant to G.L. c. 30A, § 21A (2) To conduct strategy sessions in preparation for negotiations with nonunion personnel or to conduct collective bargaining sessions or contract negotiations with nonunion personnel – Town Manager’s Contract** – See Executive Session Minutes

New Business

24. **Discussion and Possible Vote on Town Manager’s Contract** – Draft Employment Contract for C. Dillon undated
25. **Discussion and Possible Vote on Town Counsel Appointment** – No Exhibits
26. **Discussion and Possible Vote on the Creation of a Town Counsel’s Contract Negotiations Sub-Committee – Appointment by the Chair**– No Exhibits

Approval of Meeting Minutes

27. **June 2, 2025 Regular Meeting** – Memo from D. Favreau dated 08/19/25, Memo from D. McDowell dated 08/07/25 – Minutes undated
28. **June 11, 2025 Special Meeting**– Memo from D. Favreau dated 08/19/25, Memo from D. McDowell dated 08/07/25 – Minutes undated

Meeting Schedule – No Exhibits

October 6, 2025, October 7, 2025 (Town Meeting, If Needed), October 9, 2025 (Town Meeting, If Needed), October 20, 2025

Approved On: _____



**TOWN OF BILLERICA
SELECT BOARD MINUTES
DECEMBER 19, 2025**

Members Present: Chair Jillian Pavidis (Remote), Vice Chair John Burrows, Member Michael Rosa, and Member Dina Favreau

Members Absent: Secretary Daniel Darris-O'Connor

Staff Present: Town Manager Christopher Dillon and Recording Secretary Dawn McDowell

Call to Order 9:30 AM

Chair Pavidis called the meeting to order at 9:32 AM.

A roll call attendance was conducted. Vice Chair Burrows Present, Member Rosa Present, Member Favreau Present and Chair Pavidis present.

The Pledge of Allegiance was recited.

1. Open Microphone

There was no one for open microphone.

New Business

2. 2025 License Renewals – Review and Approval

- a. Marijuana – 1 (License) – Community Cares Collective

JP stated that we can approve this with a condition that they have to adhere to the HCA.

DF stated that we should go into Executive Session before voting on this matter. JP stated that this vote is specific to the 2025 license.

MOTION – Vice Chair Burrows made a motion to approve the 2025 license renewals for Community Care Collective contingent on compliance with the HCA and all fees paid. The motion was seconded by Member Rosa and voted 2-2-0. On a roll call vote: Member Rosa voted No, Vice Chair Burrows voted Aye, Member Favreau voted No and Chair Pavidis voted Aye.

3. Discussion and Vote on Gift Acceptance:

- a. Veteran's Services – Donation of a \$1,000 for Expenses for the Veteran's Holiday Party

MOTION – MRO made a motion to accept the gift acceptance for Veteran's Services as presented. The motion was seconded by DF and unanimously voted 4-0-0. On a roll call vote: Member Rosa voted Aye, Vice Chair Burrows voted Aye, Member Favreau voted Aye and Chair Pavidis voted Aye.

Executive Session

4. Executive Session Pursuant to G.L c. 30A§ 21 (3) to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares – Town of Billerica v. Community Care Collective, Inc., C.A. No. 2481CV003312, Middlesex Superior Court

MOTION – MRO made a motion to go into Executive Session Pursuant to G.L c. 30A§ 21 (3) to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares – Town of Billerica v. Community Care Collective, Inc., C.A. No. 2481CV003312, Middlesex Superior Court at ?? AM. For Discussion: JB said it doesn't look good for the Town to deny the license. MRO stated that we have voted against other licenses that have not complied with our regulations. Mr. Dillon stated that with the vote that was taken, the Board has still not taken any action on the license.

MOTION – Member Rosa made a motion to reconsider the previous vote on the approval of the 2025 license renewal for Community Cares Collective. The motion was seconded by Vice Chair Burrows and voted 3-1-0. On a roll call



**TOWN OF BILLERICA
SELECT BOARD MINUTES
DECEMBER 19, 2025**

vote: Member Rosa voted Aye, Member Favreau voted No, Vice Chair Burrows voted Aye and Chair Pavidis voted Aye.

MOTION - Vice Chair Burrows made a motion to approve the 2025 license renewals for Community Care Collective contingent on compliance with the HCA and all fees owed to the Town. The motion was seconded by Member Rosa and voted 3-1-0. On a roll call vote: Member Rosa voted Aye, Vice Chair Burrows voted Aye, Member Favreau voted No and Chair Pavidis voted Aye.

MOTION - MRO made a motion to go into Executive Session Pursuant to G.L. c. 30A§ 21 (3) to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares – Town of Billerica v. Community Care Collective, Inc., C.A. No. 2481CV003312, Middlesex Superior Court at ?? AM. The motion was seconded by Member Favreau and unanimously voted 4-0-0. On a roll call vote: Member Rosa voted Aye, Member Favreau voted Aye, Vice Chair Burrows voted Aye and Chair Pavidis voted Aye.

JP stated that they will only return to regular session to adjourn.

MOTION - made a motion to adjourn the regular meeting of December 19, 2025 at AM. The motion was seconded by Member Rosa and voted 4-1-0. On a roll call: Member Rosa voted Aye, Member Favreau voted Aye, Vice Chair Burrows voted No and Chair Pavidis voted Aye.

*Respectfully Submitted by Dawn McDowell,
Recording Secretary*

Please note, the entire video of this meeting can be found at:<https://www.batvinc.org/vodchannels.html>



**TOWN OF BILLERICA
SELECT BOARD MINUTES
DECEMBER 19, 2025**

Exhibits for the Select Board Meeting – December 19, 2025

Call to order 9:30 AM

1. **Open Microphone** – No Exhibits

New Business

2. **2026 License Renewals – Review and Approval – See Attached List**
 - a. Marijuana – 1 (License) – Community Cares Collective – License - undated
3. **Discussion and Vote on Gift Acceptance:**
 - a. Veterans' Services
 - i. Donation of a 500 Winter Coats (Estimated Value \$10,000) – Gift Acceptance Form - undated

Executive Session

4. **Executive Session Pursuant to G.L. c. 30A§ 21 (3) to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares – Town of Billerica v. Community Care Collective, Inc., C.A. No. 2481CV003312, Middlesex Superior Court** – See Executive Session minutes

Approved On: _____



**TOWN OF BILLERICA
SELECT BOARD MINUTES
DECEMBER 15, 2025**

Members Present: Chair Jillian Pavidis (Remote), Vice Chair John Burrows, Secretary Daniel Darris-O'Connor, Member Michael Rosa, and Member Dina Favreau

Members Absent: None

Staff Present: Assistant Town Manager Ann Marie Casey and Recording Secretary Dawn McDowell

Call to Order 6:00 PM

Chair Pavidis called the meeting to order at 6:00 PM.

A roll call attendance was conducted. Vice Chair Burrows Present, Member Rosa Present, Secretary Darris-O'Connor, Present, Member Favreau Present and Chair Pavidis present.

The Pledge of Allegiance was recited.

15. **Land Acceptance – Donation to Conservation – Parcel ID: 78-282-1-2, Rear Middlesex Turnpike – Requested by Conservation Director Isabel Tourkantonis**
16. **Review and Approval of Memorandum of Understanding Related to Maintenance of Parcel ID: 78-282-1-2 Rear Middlesex Turnpike with the Conservation Commission – Requested by Conservation Director Isabel Tourkantonis**
17. **Land Acceptance – Donation to Conservation – Parcel ID: 8-6-1, Boston Road – Requested by Conservation Director Isabel Tourkantonis**

Isabel Tourkantonis, Conservation Director appeared for discussion on items #15-17. Ms. Tourkantonis stated that these items deal with a property at Rear Middlesex Turnpike. The Select Board needs to accept the MOU due to the Yankee Doodle Bike Path. A title report has been conducted.

Member Favreau thanked Ms. Tourkantonis for the title search and asked if the environment reports were provided. Ms. Tourkantonis replied yes, she has the Executive Summary, but she can forward them to the Board.

Member Rosa stated that it is always great to get land donation in conjunction with other land we have.

MOTION – Secretary Darris-O'Connor made a motion that the Select Board vote to accept and sign the deed for the gift of land from William J. Callahan, Jr. as Trustee of the Fields Realty Trust, consisting of approximately 2.32 acres of land located off the Middlesex Turnpike as described in the deed, for the purposes of open space and conservation, and for the bike path and associated parking, pursuant to Massachusetts General Laws Chapter 40, Section 8C, and subject to the protections of Article 97. The motion was seconded by Member Rosa and unanimously voted 5-0-0. On a roll call vote: Member Rosa voted Aye, Secretary Darris-O'Connor voted Aye, Vice Chair Burrows voted Aye, Member Favreau voted Aye and Chair Pavidis voted Aye.

MOTION – Secretary Darris-O'Connor made a motion that the Select Board vote to approve and sign the Memorandum of Understanding between the Select Board and the Conservation Commission clarifying the responsibilities and obligations regarding the Rear Middlesex Turnpike property and the operation of the proposed Yankee Doodle Bike Path. The motion was seconded by Member Rosa and unanimously voted 5-0-0. On a roll call vote: Member Rosa voted Aye, Secretary Darris-O'Connor voted Aye, Vice Chair Burrows voted Aye, Member Favreau voted Aye and Chair Pavidis voted Aye.

Member Rosa stated that in the original document, in the section talking about non-motorized vehicles should be including should be changed to excluding.



**TOWN OF BILLERICA
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MOTION - Secretary Darris-O'Connor made a motion that the Select Board vote to accept and sign the deed for a gift of land from Michael D. Wyner, Trustee of the Patricia B. Wyner Trust, consisting of approximately 3.93 acres of land located off Boston Road as described in the deed, for the purpose of open space and conservation pursuant to Massachusetts General Laws Chapter 40, Section 8C, and subject to the protections of Article 97. The motion was seconded by Member Rosa and unanimously voted 5-0-0. On a roll call vote: Member Rosa voted Aye, Secretary Darris-O'Connor voted Aye, Vice Chair Burrows voted Aye, Member Favreau voted Aye and Chair Pavidis voted Aye.

1. Open Microphone

William Reed of 16 River Street, Apt. 1 – Mr. Reed stated that the flashing lights at the crosswalks need to be fixed for pedestrian safety.

Janet Moran of 218 Rangeway Road, Unit #294 – Ms. Moran stated that she would like to talk about the entertainment license for Swanson Meadows that is being renewed. She spoke with Chief Frost, and he agreed the noise was excessive. The closest bedroom to the clubhouse is only 70' away. The ZBA, Planning Board and Board of Health all know about the complaints. She requested that the Board take action and not renew their entertainment license.

Prakash Govind of 218 Rangeway Road – Mr. Govind stated that the problem started about 3 years ago when they got their entertainment license. Their indoor speakers have loud subwoofers. The noise is excessive. Member Rosa point of order, in our policies Section 13, a properly posted agenda item, the Chair can allow residents to speak. Vice Chair Burrows stated that we are not going to discuss changes to their entertainment license tonight, we aren't voting on that, we are only renewing their license. Member Favreau asked for a point of clarification, residents can't speak on this agenda. Vice Chair Burrows stated that the Chair has the authority to allow residents to speak. He isn't going to have residents speak on every agenda item.

Shivazi Govind of 218 Rangeway Road – Ms. Govind shared a sound file with the Board. The recording is taken inside the closest building with the windows closed.

Rose Olshevsky of 216 Rangeway Road #1104 – Ms. Olshevsky stated that years of entertainment from this club is obtrusive and this is not compatible with the neighborhood and she asked that the Board enforce the Town bylaws.

Announcements

2. Vacancies on Boards and Committees

Secretary Darris-O'Connor read the vacancies on Boards and Committees.

3. All other announcements may be viewed on the Town of Billerica website

Proclamation and Public Recognition

4. Ella Whitfield and Project 351

Secretary Darris-O'Connor read the recognition letter.

Public Hearings

5. Continued Public Hearing – National Grid and Verizon #31195999 – National Grid to relocate (1) JO Pole beginning at a point ~9' westerly from existing Pole #9 per customer request at 12 Reardon Road. Existing pole is deteriorating and is due to be replaced.

Vazz Eng from National Grid appeared for the public hearing. The pole has been moved ~30' easterly for existing pole and all abutters have agreed.

Vice Chair Burrows all guidelines were followed.

There were no questions.



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MOTION - Secretary Darris-O'Connor made a motion to close the public hearing at 6:38 PM. The motion was seconded by Member Rosa and unanimously voted 5-0-0. On a roll call vote: Member Rosa voted Aye, Secretary Darris-O'Connor voted Aye, Vice Chair Burrows voted Aye, Member Favreau voted Aye and Chair Pavidis voted Aye.

MOTION - Secretary Darris-O'Connor made a motion to approve the National Grid and Verizon pole petition #31195999 to relocate (1) JO Pole beginning at a point ~30' Easterly from existing Pole #9 per customer request at 12 Reardon Road. The motion was seconded by Member Rosa and unanimously voted 5-0-0. On a roll call vote: Member Rosa voted Aye, Secretary Darris-O'Connor voted Aye, Vice Chair Burrows voted Aye, Member Favreau voted Aye and Chair Pavidis voted Aye.

New Business (Quick Items)

6. 10. Discussion and Possible Vote on the 2026 Annual Town Election Hours and the Date and Time of Town Meeting – Requested by Donna McCoy, Town Clerk

Donna McCoy, Town Clerk, joined the meeting. The Annual Town Election will be on April 11, 2026 from 8:00 AM to 8:00 PM.

MOTION - Secretary Darris-O'Connor made a motion to set the Annual Town Election for Saturday, April 11, 2026 from 8:00 AM to 8:00 PM. The motion was seconded by Member Rosa and unanimously voted 5-0-0. On a roll call vote: Member Rosa voted Aye, Secretary Darris-O'Connor voted Aye, Vice Chair Burrows voted Aye, Member Favreau voted Aye and Chair Pavidis voted Aye.

Ms. McCoy stated that typically early voting will be held on Monday-Wednesday prior to the election in Town Hall.

MOTION - Secretary Darris-O'Connor made a motion to set the early voting for the Annual Town Election on Monday, April 6th, Tuesday, April 7th and Wednesday, April 8th during regular Town Hall hours. The motion was seconded by Member Rosa and unanimously voted 5-0-0. On a roll call vote: Member Rosa voted Aye, Secretary Darris-O'Connor voted Aye, Vice Chair Burrows voted Aye, Member Favreau voted Aye and Chair Pavidis voted Aye.

Ms. McCoy stated that there is a Hebrew holiday on the first Tuesday in May and asked that Town Meeting be delayed to the first Thursday in May.

MOTION - Secretary Darris-O'Connor made a motion to amend the Spring Town Meeting start date to Thursday, May 7th at 7:00 PM. The motion was seconded by Member Rosa and unanimously voted 5-0-0. On a roll call vote: Member Rosa voted Aye, Secretary Darris-O'Connor voted Aye, Vice Chair Burrows voted Aye, Member Favreau voted Aye and Chair Pavidis voted Aye.

7. Discussion on DAV Banner Program – Requested by Veteran's Services Director Donnie Jarvis and Robert Kingsman, DAV

Bob Kingsman from the DAV joined the meeting. Mr. Kingsman requested the Board's approval to extend the banner program and expand down Boston Road towards North Billerica. There are currently 46 locations, and they would like to expand to 80 locations.

Member Rosa stated that he supports this request. Great way to support our veterans.

Secretary Darris-O'Connor stated that there was not a vote listed on the agenda. Member Favreau stated that it doesn't have to be, you can make a motion.

MOTION - Secretary Darris-O'Connor made a motion to approve the expansion of the DAV Banner Program down Boston Road with the coordination with the Town Manager or his designee. The motion was seconded by Member Rosa and unanimously voted 5-0-0. On a roll call vote: Member Rosa voted Aye, Secretary Darris-O'Connor voted Aye, Vice Chair Burrows voted Aye, Member Favreau voted Aye and Chair Pavidis voted Aye.



**TOWN OF BILLERICA
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8. Discussion and Possible Vote – Request Permission to Use Town Property for Wreaths Across America Ceremony at Fox Hill Cemetery on Saturday, December 13, 2025 at 11:30 AM – Requested by Veteran’s Services Director Donnie Jarvis and Jessica French

Secretary Darris-O’Connor stated that this item is no longer needed since the date has passed.

9. New Common Victualler’s License – 1975 LLC dba Frango’s located at 199 Boston Road

Courtney Constantino appeared for Common Victualler’s license for Frango’s. This will be the second location, and they will employ 25-35 employees.

There were no questions, but the Board wished them good luck.

MOTION – Secretary Darris-O’Connor made a motion to approve the Common Victualler’s license for Frango’s located at 199 Boston Road with the incorporation of the ZBA Special Conditions #1-#7. The motion was seconded by Member Rosa and unanimously voted 5-0-0. On a roll call vote: Member Rosa voted Aye, Secretary Darris-O’Connor voted Aye, Vice Chair Burrows voted Aye, Member Favreau voted Aye and Chair Pavidis voted Aye.

10. Vote on Appointment of the New Executive Confidential Assistant for the Select Board – Requested by Chair Pavidis

Chair Pavidis stated that they received 15 applications and the subcommittee interviewed 3 applicants. Kerri Rufo was a previous employee and was most qualified. The subcommittee recommended Ms. Rufo for the position of Executive Confidential Assistant to the Select Board.

Vice Chair Burrows stated that during COVID, Ms. Rufo ran multiple meetings and was instrumental in keeping the meetings going.

Member Rosa stated that this was almost like an internal candidate because she knows most of the employees. She is a hard worker and familiar with Town Hall.

Member Favreau stated that she has heard that Ms. Rufo is a dedicated worker. Member Favreau asked who was on the sub-committee. Chair Pavidis replied herself, Vice Chair Burrows and Dawn McDowell.

MOTION – Secretary Darris-O’Connor made a motion to appoint Kerri Rufo as the Executive Confidential Assistant to the Select Board. The motion was seconded by Member Rosa and unanimously voted 5-0-0. On a roll call vote: Member Rosa voted Aye, Secretary Darris-O’Connor voted Aye, Vice Chair Burrows voted Aye, Member Favreau voted Aye and Chair Pavidis voted Aye.

Appointments

11. Bonded Constable for the Town of Billerica – Daphne Gill

MOTION – Secretary Darris-O’Connor made a motion to appoint Daphne Gill as a Bonded Constable for the Town of Billerica. The motion was seconded by Member Rosa and unanimously voted 5-0-0. On a roll call vote: Member Rosa voted Aye, Secretary Darris-O’Connor voted Aye, Vice Chair Burrows voted Aye, Member Favreau voted Aye and Chair Pavidis voted Aye.

Presentation

Committee Reports

Old Business

12. Town Manager’s Report

Ms. Casey presented the Town Manager’s Report for Mr. Dillon. Ms. Casey noted that since this was for the meeting scheduled for December 8th, some of the events have passed. She will answer any questions the Board may have.



**TOWN OF BILLERICA
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Town Center improvements

In the last update, I mentioned the Town Center improvements and having a meeting with the engineer to finalize a proposal addressing the needs with the funding available for the project. During the November 17th Select Board meeting, I was asked questions regarding the funding we were to receive from the Federal Government, which Congresswoman Lori Trahan helped us to obtain. After this meeting, I learned that those funds are still available. On November 20th, Town staff met with staff from the Congresswoman's office to discuss the Community Project Funding (CPF) grant related to the Town Center Project. They confirmed \$1,500,000 grant funding is still available for the Town Center. We are working on a design plan to utilize these funds, along with the \$2,150,000 approved at the 2023 Fall Town Meeting, for a total budget of \$3,650,000. We anticipate that the scope of work will be presented to the Select Board for discussion early next year.

Member Rosa asked that Mr. Dillon bring back the plans for the Town Center for us to review. Member Rosa also asked if Chamstaff has been put on the TIP list to make it two-way traffic. The lights on Boston Road already are set up for 2-way traffic. We need the TIP money for the intersection at Concord Road, so we need to know if Mr. Main put it on the TIP list.

Member Favreau stated that she is very excited to get confirmation that the \$1.5 million is still available. There were plans in place for the Town Center including timing of lights, repairing and lining the crosswalks for pedestrian safety. There was a funding question for the left off of River Street. We need to look at One Stop grants at the beginning of the year for this project.

Secretary Darris-O'Connor stated that the report lists some great projects, and we agree that we should revive the Town Center plan.

Vice Chair Burrows stated that we should look at the plans.

Department of Public Works

- Boston Road TIP: We anticipate that the pedestrian signals on Boston Road at Sal's Pizza and Heritage Road will be activated on Wednesday, 12/10/2025. These signals will help pedestrians and cyclists safely cross the street.
- Roadway Management 2025: 2025 planned work is complete, except for punch list items.
- Rangeway Road Sewer Betterment: Work continues on the pump station. Betterment cost projection letters were mailed to all property owners on 11/19/2025. These letters outline the projected amount each owner will be responsible for upon completion of the project.
- Yankee Doodle Bike Path: The Public Shade Tree Hearing on this project was held on 12/3/2025. Several objections to the tree removals were raised during the hearing, and we are currently reviewing the feedback received.
- Sewer Expansion Survey: Letters for the sewer survey were mailed out on 11/25/2025. The mailing included 1,340 properties. Property owners have been asked to complete the survey by 12/31/2025. We have already received 217 responses. Once all responses are in, we'll review the data and discuss next steps. (I have included a copy of the survey)
- Sewer I/I Construction Project: National Water Main Cleaning Company will be working on rehabilitating the sewer mainline in several areas of town. Work has started and will be completed by 8/2026.
- DPW Facility Project: Work on the salt shed has begun. Inside the administration building, interior painting is underway, and finish cabinetry is being installed.

Vice Chair Burrows stated that we have a residency requirement and asked why we are flying guys across the country to side the DPW building.

Vice Chair Burrows asked if the betterment for businesses is included. Member Rosa replied yes.



**TOWN OF BILLERICA
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Economic Development/Planning

1) Zoning Bylaw: The Town has received final approval from the Attorney General's Office for our Spring 2025 Warrant Article to recodify the Zoning Bylaw. This recodification was a major update to fix organization issues, formatting errors, and inconsistencies within itself and with other laws. This accomplishment also represents the completion of "Phase I" of the 2023 Zoning Diagnostic Report, where the Town hired a consultant to review the quality of the existing zoning bylaw. The findings of the 2023 Report recommended that we first recodify the bylaw before moving on to "Phase II", which are a list of various policy considerations. The Attorney General's review of the recodification has included additional recommendations for future consideration, which the Town will incorporate into Phase II.

Member Rosa asked if we have to include the AG recommendation for Phase II.

2) CPC cycle Eligibility forms for next Spring's applications have been received and are being reviewed by the Committee. Forms can be viewed on the town website Billerica.gov/community-preservation-committee. Projects include: Open Space and Recreation: BMX track safety and accessibility upgrades Open Space and Recreation: Rec Center site improvements Affordable Housing: NMCOC Regional Housing Coordinator Historic Preservation: Bennett Library rehabilitation

3) Development Grants A. FY2026 One Stop Real Estate Technical Services grant was denied (consultant services to explore Rt 3 corridor redevelopment). Feedback included multiple applicants and tough competition, together with potential alternate sources of funding. The recent Table of Uses amendment in all Industrial zoned properties could provide impact to this goal. Next steps and options still being explored. B. FY2027 One Stop Grants have an Expression of Interest (EOI) period which should open early 2026. These grants provide funding for projects that spur housing and economic development by investing in public infrastructure, preparing sites, cleaning up brownfields, and supporting vibrant downtowns. Based off last Spring's schedule, deadlines for EOIs will likely be early March. State will provide feedback, and then full applications would be due in May. Official key dates have not been released yet.

Recreation

Winter Program Registration Upcoming Holiday Events – Recreation is hard at work setting up for our upcoming holiday happenings, including transforming PHR into a Holiday Wonderland! We have fun for the whole family planned this month. Please check our website for additional information!

12/11 – Holiday Lights! (Calling all local Griswold's! Do you go the extra mile with your holiday display and want to share it with the community? Sign up for our list! We will release a map of the best displays in Billerica for your viewing pleasure!)

12/12 – Holiday Family Fun Night (at Town Hall Auditorium - free family fun night with crafts, holiday movie, and pizza!)

12/13 – NYC Bus Trip

12/14 – Holiday Bash (at PHR - our biggest event of the season – skating rink, attractions, enchanted holiday lights train ride, and so much more!)

12/16 & 17 – Santa Calling (the big man himself has set aside some time in his very busy schedule to make some special phone calls to the boys and girls of Billerica! Registration for this opens on 12/9, and space is limited for this free experience!)

12/22 – Jingle Bell Walk (at PHR - come for a stroll through PHR and enjoy our holiday lights with a cup of hot chocolate and holiday giveaways!)

Member Favreau stated that the Recreation Department does a great job on programs all year.



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Old Ditson (Pinehurst Park) Project Update

This project is nearing completion. A final walkthrough is scheduled for Tuesday, 12/9. Additional fence work will be done to replace the broken fence abutting the nearby business, and a safety perimeter fence will be installed around the parking lot side of the playground. The Fitness Court will be installed in the spring. We anticipate a formal ribbon cutting in the springtime. Until then, we love seeing the park already being well used!

Recreation Center Update

The Recreation Center continues to come along as planned. The parking lot grading and paving was able to be done, which is a huge milestone to get that completed prior to winter. This will ensure no disruption to Billerica Little League having access to the Vining Ball Fields parking lot for spring baseball! Additionally, concrete slab subfloor is scheduled to be poured by early next week (likely completed by the time Selectboard meets!). Roofing and sheathing will begin soon, with expectation of being weathertight around the end of the year.

Member Rosa stated that the building looks great.

Other Items You Should Be Aware Of

- The Town Hall will close at Noon on Wednesday, December 24th, and will reopen on Monday, December 29th. It will then close on Wednesday, December 31st, and reopen on Monday, January 5th
- I have my last final of the semester on Monday, December 15th, at 6 pm. Ann Marie will be here for the Select Board meeting

13. Discussion and Vote on Gift Acceptance:

a. Veterans' Services

- i. Donation of a 500 Winter Coats (Estimated Value \$10,000)
- ii. Donation of a 100 Frozen Turkeys with Fresh Produce (Estimated Value \$2,500)
- iii. Donation of Repairs and Replacing of Memorial Signs (Estimated Value \$2,500)
- iv. Donation of \$200 Towards Veteran's Day Expenses
- v. Donations of Christmas Stockings (Estimated Value \$1,000)
- vi. Donation of \$100 Gift Cards for Veteran's During the Holidays
- vii. Donation of \$300 Market Basket Gift Cards for Veteran's During the Holidays
- viii. Donation of \$200 from a Quilt Raffle to Support Veterans
- ix. Donation of \$50 for Christmas Stockings for Veterans
- x. Donation of \$400 to support Veterans
- xi. Donation of \$500 Market Basket Gift Cards for Christmas Stockings for Veterans
- xii. Donation of \$3,500 for Meals for Veteran's Holiday Party
- xiii. Donation of \$100 Market Basket Gift Cards for Christmas Stockings for Veterans
- xiv. Donation of \$140 Dunkin Donuts Gift Cards and \$120 McDonald's Gift Cards for Christmas Stockings for Veterans
- xv. Donation of \$50 in Dunkin Donuts Gift Cards for Christmas Stockings for Veterans
- xvi. Donation of \$100 Market Basket Gift Cards for Christmas Stockings for Veterans
- xvii. Donation of \$100 Market Basket Gift Cards for Christmas Stockings for Veterans
- xviii. Donation of \$100 for Christmas Stockings for Veterans
- xix. Donation of \$100 for Christmas Stockings for Veterans
- xx. **Donation of \$500 to purchase cake for Holiday Party**



**TOWN OF BILLERICA
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b. Billerica Public Library

- i. Donation of a snack basket for staff (Estimated Value \$36)
- ii. Donation of donuts for staff (Estimated Value \$30)
- iii. Donation of two pallets of toys, puzzles and games (Estimated Value \$5,500) for use in Library Programs
- iv. Donation of Snicker's Bars for staff (Estimated Value \$6.50)
- v. Donation of Donuts for staff (Estimated Value \$16.50)
- vi. Donation of a flower arrangement (Estimated Value \$300)

c. Recreation Center

- i. Donation of a Bicycle to be raffled off during the Holiday Festival (Estimated Value \$300)

MOTION - Secretary Darris-O'Connor made a motion to accept all the gifts as presented per MGL, Chapter 44, Section 53A and authorize the expenditure of the funds for their stated purpose. The motion was seconded by Member Rosa and unanimously voted 5-0-0. On a roll call vote: Member Rosa voted Aye, Secretary Darris-O'Connor voted Aye, Vice Chair Burrows voted Aye, Member Favreau voted Aye and Chair Pavidis voted Aye.

New Business

14. 2026 License Renewals – Review and Approval – See Attached List

- a. All Alcohol Package Stores §15 – 9 out of 9 (All Licenses Ready to Approve)
- b. Wine & Malt Package Stores §15 – 3 out of 3 (All Licenses Ready to Approve)
- c. All Alcohol Restaurants §12 – 20 out of 20 (All Licenses Ready to Approve)
- d. All Alcohol Club §12 – 3 out of 3 (All Licenses Ready to Approve)
- e. All Alcohol Hotel – 1 out of 1 (All Licenses Ready to Approve)
- f. Wine & Malt Restaurants §12 – 4 out of 4 (All Licenses Ready to Approve)
- g. Common Victualler's - 38 out of 38 (All Licenses Ready to Approve)
- h. Car Dealer – Class I – 4 out of 4 (All Licenses Ready to Approve)
- i. Car Dealer – Class II - 19 out of 20 Ready to Approve
- j. Car Dealer – Class III - 4 out of 4 (All Licenses Ready to Approve)
- k. Marijuana – 1 (License Ready to Approve)
- l. Second Hand Dealers – 2 out of 2 (All Licenses Ready to Approve)
- m. Taxi – 1 (License Ready to Approve)

Ms. McDowell presented the list of licenses ready to be approved. A memo has been provided to explain the licenses.

MOTION - Secretary Darris-O'Connor made a motion to approve all the 2026 license renewals for the All-Alcohol Package Stores as presented. The motion was seconded by Member Rosa and unanimously voted 5-0-0. On a roll call vote: Member Rosa voted Aye, Secretary Darris-O'Connor voted Aye, Vice Chair Burrows voted Aye, Member Favreau voted Aye and Chair Pavidis voted Aye.

MOTION - Secretary Darris-O'Connor made a motion to approve all the 2026 license renewals for the Wine & Malt Package Stores as presented. The motion was seconded by Member Rosa and unanimously voted 5-0-0. On a roll call vote: Member Rosa voted Aye, Secretary Darris-O'Connor voted Aye, Vice Chair Burrows voted Aye, Member Favreau voted Aye and Chair Pavidis voted Aye.

MOTION - Secretary Darris-O'Connor made a motion to approve all the 2026 license renewals for the All-Alcohol Restaurants as presented. The motion was seconded by Member Rosa and voted 5-0-0. On a roll call vote: Member Rosa voted Aye, Secretary Darris-O'Connor voted Aye, Vice Chair Burrows voted Aye, Member Favreau voted Aye and Chair Pavidis voted Aye.



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MOTION - Secretary Darris-O'Connor made a motion to approval all the 2026 license renewals for the All-Alcohol Clubs as presented. The motion was seconded by Member Rosa and unanimously voted 5-0-0. On a roll call vote: Member Rosa voted Aye, Secretary Darris-O'Connor voted Aye, Vice Chair Burrows voted Aye, Member Favreau voted Aye and Chair Pavidis voted Aye.

MOTION - Secretary Darris-O'Connor made a motion to approve the 2026 license renewals for the All-Alcohol Hotel for Courtyard Marriott Billerica as presented. The motion was seconded by Member Rosa and unanimously voted 5-0-0. On a roll call vote: Member Rosa voted Aye, Secretary Darris-O'Connor voted Aye, Vice Chair Burrows voted Aye, Member Favreau voted Aye and Chair Pavidis voted Aye.

MOTION - Secretary Darris-O'Connor made a motion to approve all the 2026 license renewals for the Wine and Malt Restaurants as presented. The motion was seconded by Member Rosa and unanimously voted 5-0-0. On a roll call vote: Member Rosa voted Aye, Secretary Darris-O'Connor voted Aye, Vice Chair Burrows voted Aye, Member Favreau voted Aye and Chair Pavidis voted Aye.

MOTION - Secretary Darris-O'Connor made a motion to approve the 2026 license renewals for the Common Victuallers Establishments as presented except McDonald's at 273 Boston Road and Panera Bread. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

MOTION - Secretary Darris-O'Connor made a motion to approve the 2026 license renewal for the Common Victualler's license for McDonald's located at 273 Boston Road with a change in hours from Sunday-Saturday 6:00 AM to 1:00 AM to 5:00 AM to 1:00 AM. The motion was seconded by Member Rosa and unanimously voted 5-0-0. On a roll call vote: Member Rosa voted Aye, Secretary Darris-O'Connor voted Aye, Vice Chair Burrows voted Aye, Member Favreau voted Aye and Chair Pavidis voted Aye.

MOTION - Secretary Darris-O'Connor made a motion to approve the 2026 license renewal for the Common Victualler's license for Panera Bread with a change in manager to Michelle Hernandez Mejia. The motion was seconded by Member Rosa and unanimously voted 5-0-0. On a roll call vote: Member Rosa voted Aye, Secretary Darris-O'Connor voted Aye, Vice Chair Burrows voted Aye, Member Favreau voted Aye and Chair Pavidis voted Aye.

MOTION - Secretary Darris-O'Connor made a motion to approve all the 2026 Class I license renewals as presented except for KHD, Inc. and New England Wheels, Inc. The motion was seconded by Member Rosa and unanimously voted 5-0-0. On a roll call vote: Member Rosa voted Aye, Secretary Darris-O'Connor voted Aye, Vice Chair Burrows voted Aye, Member Favreau voted Aye and Chair Pavidis voted Aye.

MOTION - Secretary Darris-O'Connor made a motion to approve the 2026 Class I license renewal for KHD, Inc. dba High Octane Harley Davidson with a change in manager to Nick Lapointe. The motion was seconded by Member Rosa and unanimously voted 5-0-0. On a roll call vote: Member Rosa voted Aye, Secretary Darris-O'Connor voted Aye, Vice Chair Burrows voted Aye, Member Favreau voted Aye and Chair Pavidis voted Aye.

MOTION - Secretary Darris-O'Connor made a motion to approve the 2026 Class I license renewal for New England Wheels, Inc. with a change in business name to Frontrunner Bus Group, Inc. The motion was seconded by Member Rosa and unanimously voted 5-0-0. On a roll call vote: Member Rosa voted Aye, Secretary Darris-O'Connor voted Aye, Vice Chair Burrows voted Aye, Member Favreau voted Aye and Chair Pavidis voted Aye.

MOTION - Secretary Darris-O'Connor made a motion to approve all the 2026 license renewals for Class II Car Dealers as presented except America's Auto Auction Boston, Inc. and 4 Seasons Towing & Recovery, Inc. The motion was seconded by Member Rosa and unanimously voted 5-0-0. On a roll call vote: Member Rosa voted Aye, Secretary Darris-O'Connor voted Aye, Vice Chair Burrows voted Aye, Member Favreau voted Aye and Chair Pavidis voted Aye.



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Ms. McDowell stated that the Class II license for 4 Seasons Towing & Recovery has not been presented due to the fact there is no special permit. The owner would like to get a temporary permit until he gets a special permit. The owner, Ronald Bartholemew, is on Zoom. Due to technical difficulties on his part, he could not speak to the Board.

Member Rosa stated that we can't violate the bylaws and issue a Class II license without a Special Permit. It's a shame we haven't caught this earlier, but now that we have, we can't vote on this.

Member Favreau stated that we need to take action on the license, it doesn't mean we have to approve it.

MOTION - Secretary Darris-O'Connor made a motion to approve the 2026 Class II license renewal for America's Auto Auction Boston, Inc. with a change of DBA to America's Auto Auction Boston and change of hours: Monday 9:00 AM to 5:00 PM, Tuesday 8:00 AM to 5:00 PM, Wednesday 6:00 AM to 5:00 PM, Thursday 9:00 AM to 5:00 PM, and Friday 9:00 AM to 3:00 PM. The motion was seconded by Member Rosa and unanimously voted 5-0-0. On a roll call vote: Member Rosa voted Aye, Secretary Darris-O'Connor voted Aye, Vice Chair Burrows voted Aye, Member Favreau voted Aye and Chair Pavidis voted Aye.

MOTION - Secretary Darris-O'Connor made a motion to approve the 2026 Class II license for 4 Seasons Towing and Recovery, Inc. The motion was seconded by Member Rosa and voted 0-5-0. On a roll call vote: Member Rosa voted No, Secretary Darris-O'Connor voted No, Vice Chair Burrows voted No, Member Favreau voted No and Chair Pavidis voted No. The motion failed.

Member Favreau asked for clarification. The applications were not in the package, so was the entertainment license for Swanson Meadows included with their liquor license. If that is the case, she would like to change her vote to no, because we did not see the license beforehand.

Secretary Darris-O'Connor stated that point of order, which would require a vote to reconsider to change your vote. Member Favreau stated that she is changing her vote to a no. The motion was made for alcohol and did not include entertainment.

Ms. McDowell stated that there is not a separate vote for entertainment. The Board has voted the higher license and that includes all the sub-licenses including entertainment, common victualler, etc. There is one license for each establishment. Member Favreau stated that if she had known that she would have called out Swanson Meadows separately. Ms. McDowell stated that for the record, which would be the same with all the alcohol licenses.

Member Rosa stated that the Board will be going into Executive Session to discuss Community Care Collective and asked this be tabled until they come back from Executive Session.

MOTION - Secretary Darris-O'Connor made a motion to approve all the 2026 license renewals for Class III car dealers as presented. The motion was seconded by Member Rosa and unanimously voted 5-0-0. On a roll call vote: Member Rosa voted Aye, Secretary Darris-O'Connor voted Aye, Vice Chair Burrows voted Aye, Member Favreau voted Aye and Chair Pavidis voted Aye.

MOTION - Secretary Darris-O'Connor made a motion to approve all the 2026 license renewals for Second Hand Dealer's as presented. The motion was seconded by Member Rosa and unanimously voted 5-0-0. On a roll call vote: Member Rosa voted Aye, Secretary Darris-O'Connor voted Aye, Vice Chair Burrows voted Aye, Member Favreau voted Aye and Chair Pavidis voted Aye.

MOTION - Secretary Darris-O'Connor made a motion to approve the 2026 license renewals for Taxis as presented for A-Executive Limousine, Inc. The motion as seconded by Member Rosa and unanimously voted 5-0-0. On a roll call vote: Member Rosa voted Aye, Secretary Darris-O'Connor voted Aye, Vice Chair Burrows voted Aye, Member Favreau voted Aye and Chair Pavidis voted Aye.



**TOWN OF BILLERICA
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Approval of Meeting Minutes

18. August 11, 2025 Regular Meeting

MOTION - Secretary Darris-O'Connor made a motion to approve the Select Board meeting minutes of August 11, 2026 as presented. The motion was seconded by Member Rosa and voted 4-1-0. On a roll call vote: Member Rosa voted Aye, Secretary Darris-O'Connor voted Aye, Vice Chair Burrows voted Aye, Member Favreau voted No and Chair Pavidis voted Aye.

Member Favreau stated for discussion, there are a few scribes' errors, and she did not submit any recommended changes since she was uncomfortable since the last time she submitted changes. There is missing context from agenda items #25 and #26.

19. September 6, 2025 Special Meeting

MOTION - Secretary Darris-O'Connor made a motion to approve the Select Board meeting minutes of September 6, 2025 as presented. The motion was seconded by Member Rosa and voted 4-1-0. On a roll call vote: Member Rosa voted Aye, Secretary Darris-O'Connor voted Aye, Vice Chair Burrows voted Aye, Member Favreau voted No and Chair Pavidis voted Aye.

Member Favreau stated for discussion, under item #2 it doesn't capture the interview questions and answers as required. The recording shall not replace the minutes.

20. September 15, 2025 Regular Meeting

MOTION - Secretary Darris-O'Connor made a motion to approve the Select Board meeting minutes of September 15, 2025 as presented. The motion was seconded by Member Rosa and unanimously voted 5-0-0. On a roll call vote: Member Rosa voted Aye, Secretary Darris-O'Connor voted Aye, Vice Chair Burrows voted Aye, Member Favreau voted Aye and Chair Pavidis voted Aye.

21. October 6, 2025 Regular Meeting

MOTION - Secretary Darris-O'Connor made a motion to approve the Select Board meeting minutes of October 6, 2025 as presented. The motion was seconded by Member Rosa and voted 4-1-0. On a roll call vote: Member Rosa voted Aye, Secretary Darris-O'Connor voted Aye, Vice Chair Burrows voted Aye, Member Favreau voted No and Chair Pavidis voted Aye.

Member Favreau stated for discussion, do not accurately reflect discussion for item #19, Article 32 and #23 and correction made to the meeting minutes of June 11th are missing and not accurately captured.

22. November 3, 2025 Regular Meeting

MOTION - Secretary Darris-O'Connor made a motion to approve the Select Board meeting minutes of November 3, 2025 as submitted. The motion was seconded by Member Rosa and voted 4-0-1. On a roll call vote: Member Rosa voted Aye, Secretary Darris-O'Connor voted Aye, Vice Chair Burrows voted Aye, Member Favreau abstained from voting and Chair Pavidis voted Aye.

Meeting Schedule

January 5, 2026 and January 12, 2026

Executive Session

23 Executive Session Pursuant to G.L. c. 30A§ 21(a) (3) to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares – Discussion regarding Town Counsel



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- 24. Executive Session Pursuant to G.L c. 30A§ 21 (3) to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares – Cafua Realty Trust CLXII, LLC vs. Zoning Board of Appeals, et al – Notice of Appeal 25 MISC 000175**
- 25. Executive Session Pursuant to G.L c. 30A§ 21 (3) to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares – Town of Billerica v. Community Care Collective, Inc., C.A. No. 2481CV003312, Middlesex Superior Court**

The Board wished everyone a happy holiday season.

Member Rosa stated that we will return to regular session to vote on the marijuana license.

MOTION - Secretary Darris-O'Connor made a motion to go into Executive Session Pursuant to G.L c. 30A§ 21(a) (3) to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares – Discussion regarding Town Counsel at 7:35 PM. The motion was seconded by Member Rosa and unanimously voted 5-0-0. On a roll call: Secretary Darris-O'Connor voted Aye, Member Rosa voted Aye, Member Favreau voted Aye, Vice Chair Burrows voted Aye and Chair Pavidis voted Aye.

MOTION - Secretary Darris-O'Connor made a motion to go into Executive Session Pursuant to G.L c. 30A§ 21(3) to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares – Cafua Realty Trust CLXII, LLC vs. Zoning Board of Appeals, et al – Notice of Appeal 25 MISC 000175 at 7:35 PM. The motion was seconded by Member Rosa and unanimously voted 5-0-0. On a roll call: Secretary Darris-O'Connor voted Aye, Member Rosa voted Aye, Member Favreau voted Aye, Vice Chair Burrows voted Aye and Chair Pavidis voted Aye.

MOTION - Executive Session Pursuant to G.L c. 30A§ 21 (3) to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares – Town of Billerica v. Community Care Collective, Inc., C.A. No. 2481CV003312, Middlesex Superior Court at 7:36 PM. The motion was seconded by Member Rosa and unanimously voted 5-0-0. On a roll call: Secretary Darris-O'Connor voted Aye, Member Rosa voted Aye, Member Favreau voted Aye, Vice Chair Burrows voted Aye and Chair Pavidis voted Aye.

The Select Board returned from Executive Session at 9:00 PM. A roll call attendance was conducted. Vice Chair Burrows Present, Member Rosa Present, Secretary Darris-O'Connor, Present, Member Favreau Present and Chair Pavidis present.

MOTION - Secretary Darris-O'Connor made a motion to approve the 2026 License Renewal for Marijuana license as presented for Community Care Collective. The motion was seconded by Member Rosa and voted 3-2-0. On a roll call vote: Secretary Darris-O'Connor voted Aye, Member Rosa voted No, Member Favreau voted No, Vice Chair Burrows voted Aye and Chair Pavidis voted Aye.

MOTION - Secretary Darris-O'Connor made a motion to adjourn the regular meeting of December 15, 2025 at 9:01 PM. The motion was seconded by Member Rosa and voted 4-1-0. On a roll call: Secretary Darris-O'Connor voted Aye, Member Rosa voted Aye, Member Favreau voted Aye, Vice Chair Burrows voted No and Chair Pavidis voted Aye.

*Respectfully Submitted by Dawn McDowell,
Recording Secretary*

Please note, the entire video of this meeting can be found at:<https://www.batvinc.org/vodchannels.html>



**TOWN OF BILLERICA
SELECT BOARD MINUTES
DECEMBER 15, 2025**

Exhibits for the Select Board Meeting – December 15, 2025

Call to order 6:00 PM

1. **Open Microphone** – No Exhibits

Announcements

2. **Vacancies on Boards and Committees** – Vacancy List dated 12/04/25
3. **All other announcements may be viewed on the Town of Billerica website** - No Exhibits

Proclamation and Public Recognition

4. **Ella Whitfield and Project 351** – Congratulation memo dated 12/12/25

Public Hearings

5. **Continued Public Hearing – National Grid and Verizon #31195999 – National Grid to relocate (1) JO Pole beginning at a point ~9’ westerly from existing Pole #9 per customer request at 12 Reardon Road. Existing pole is deteriorating and is due to be replaced.** – NG application dated 11/13/25, DPW Comments dated 12/03/25, Contractor Acknowledgement Form dated 12/04/25, Safety Officer Comments dated 11/25/25, Electrical Inspector Comments dated 11/24/25,

New Business (Quick Items)

6. **Discussion and Possible Vote on the 2026 Annual Town Election Hours and the Date and Time of Town Meeting – Requested by Donna McCoy, Town Clerk** – Memo from D. McCoy dated December 2025
7. **Discussion on DAV Banner Program – Requested by Veteran’s Services Director Donnie Jarvis and Robert Kinsman, DAV**– No Exhibits
8. **Discussion and Possible Vote – Request Permission to Use Town Property for Wreaths Across America Ceremony at Fox Hill Cemetery on Saturday, December 13, 2025 at 11:30 AM – Requested by Veteran’s Services Director Donnie Jarvis and Jessica French** – Flyer undated
9. **New Common Victualler’s License – 1975 LLC dba Frango’s located at 199 Boston Road** – Billerica Application dated 12/04/25, ZBA Decision dated 08/13/25,
10. **Vote on Appointment of the New Executive Confidential Assistant for the Select Board – Requested by Chair Pavidis** – Memo from J. Pavidis dated 12/15/25, Offer Letter dated 12/15/25, Resume undated

Appointments

11. **Bonded Constable for the Town of Billerica – Daphne Gill** – Application dated 10/10/25

Presentation

Committee Reports

Old Business

12. **Town Manager’s Report** – Town Manager’s Report dated 12/05/25
13. **Discussion and Vote on Gift Acceptance:** - Gift Acceptance Form Summary undated
 d. **Veterans’ Services**
 i. Donation of a 500 Winter Coats (Estimated Value \$10,000)
 ii. Donation of a 100 Frozen Turkeys with Fresh Produce (Estimated Value \$2,500)
 iii. Donation of Repairs and Replacing of Memorial Signs (Estimated Value \$2,500)
 iv. Donation of \$200 Towards Veteran’s Day Expenses
 v. Donations of Christmas Stockings (Estimated Value \$1,000)
 vi. Donation of \$100 Gift Cards for Veteran’s During the Holidays
 vii. Donation of \$300 Market Basket Gift Cards for Veteran’s During the Holidays



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- viii. Donation of \$200 from a Quilt Raffle to Support Veterans
 - ix. Donation of \$50 for Christmas Stockings for Veterans
 - x. Donation of \$400 to support Veterans
 - xi. Donation of \$500 Market Basket Gift Cards for Christmas Stockings for Veterans
 - xii. Donation of \$3,500 for Meals for Veteran's Holiday Party
 - xiii. Donation of \$100 Market Basket Gift Cards for Christmas Stockings for Veterans
 - xiv. Donation of \$140 Dunkin Donuts Gift Cards and \$120 McDonald's Gift Cards for Christmas Stockings for Veterans
 - xv. Donation of \$50 in Dunkin Donuts Gift Cards for Christmas Stockings for Veterans
 - xvi. Donation of \$100 Market Basket Gift Cards for Christmas Stockings for Veterans
 - xvii. Donation of \$100 Market Basket Gift Cards for Christmas Stockings for Veterans
 - xviii. Donation of \$100 for Christmas Stockings for Veterans
 - xix. Donation of \$100 for Christmas Stockings for Veterans
 - xx. **Donation of \$500 to purchase cake for Holiday Party**
- e. **Billerica Public Library**
- i. Donation of a snack basket for staff (Estimated Value \$36)
 - ii. Donation of donuts for staff (Estimated Value \$30)
 - iii. Donation of two pallets of toys, puzzles and games (Estimated Value \$5,500) for use in Library Programs
 - iv. Donation of Snicker's Bars for staff (Estimated Value \$6.50)
 - v. Donation of Donuts for staff (Estimated Value \$16.50)
 - vi. Donation of a flower arrangement (Estimated Value \$300)
- f. **Recreation Center**
- i. Donation of a Bicycle to be raffled off during the Holiday Festival (Estimated Value \$300)

New Business

- 14. 2026 License Renewals – Review and Approval – See Attached List** – Memo from D. McDowell dated 12/10/25, Petition for Swanson Meadows dated 12/08/25, Email from M. LaLumiere dated 12/12/25 reg. 4 Seasons Towing, Email from M. LaLumiere dated 12/12/25 reg. Swanson Meadows, Police Log from Lt. Coffey undated
- n. All Alcohol Package Stores §15 – 9 out of 9 (All Licenses Ready to Approve)
 - o. Wine & Malt Package Stores §15 – 3 out of 3 (All Licenses Ready to Approve)
 - p. All Alcohol Restaurants §12 – 20 out of 20 (All Licenses Ready to Approve)
 - q. All Alcohol Club §12 – 3 out of 3 (All Licenses Ready to Approve)
 - r. All Alcohol Hotel – 1 out of 1 (All Licenses Ready to Approve)
 - s. Wine & Malt Restaurants §12 – 4 out of 4 (All Licenses Ready to Approve)
 - t. Common Victualler's - 38 out of 38 (All Licenses Ready to Approve)
 - u. Car Dealer – Class I – 4 out of 4 (All Licenses Ready to Approve)
 - v. Car Dealer – Class II - 19 out of 20 Ready to Approve
 - w. Car Dealer – Class III - 4 out of 4 (All Licenses Ready to Approve)
 - x. Marijuana – 1 (License Ready to Approve)
 - y. Second Hand Dealers – 2 out of 2 (All Licenses Ready to Approve)
 - z. Taxi – 1 (License Ready to Approve)
- 15. Land Acceptance – Donation to Conservation – Parcel ID: 78-282-1-2, Rear Middlesex Turnpike – Requested by Conservation Director Isabel Tourkantonis** – Memo from I. Tourkantonis dated 12/11/25, Updated Deed for 78-282-1-2 undated, Fiduciary Deed for Parcel 8-6-1 revised 12/12/25



**TOWN OF BILLERICA
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16. **Review and Approval of Memorandum of Understanding Related to Maintenance of Parcel ID: 78-282-1-2 Rear Middlesex Turnpike with the Conservation Commission – Requested by Conservation Director Isabel Tourkantonis** – MOU between Billerica Select Board and Billerica Conservation Commission for Parcel 78-282-1-2 undated, MOU with Member Rosa’s comments, Updated MOU final dated 12/15.25
17. **Land Acceptance – Donation to Conservation – Parcel ID: 8-6-1, Boston Road – Requested by Conservation Director Isabel Tourkantonis** – Memo from I. Tourkantonis dated 12/11/25

Approval of Meeting Minutes

18. **August 11, 2025 Regular Meeting** – Minutes 08/11/25 undated
19. **September 6, 2025 Special Meeting**– Minutes 09/06/25 undated
20. **September 15, 2025 Regular Meeting**– Minutes 09/15/25 undated
21. **October 6, 2025 Regular Meeting**– Minutes 10/06/25 undated
22. **November 3, 2025 Regular Meeting**– Minutes 11/03/25 undated

Meeting Schedule

January 5, 2026 and January 12, 2026

Executive Session

23. **Executive Session Pursuant to G.L c. 30A§ 21(a) (3) to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares – Discussion regarding Town Counsel** – See Executive Session Minutes
24. **Executive Session Pursuant to G.L c. 30A§ 21 (3) to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares – Cafua Realty Trust CLXII, LLC vs. Zoning Board of Appeals, et al – Notice of Appeal 25 MISC 000175**– See Executive Session Minutes
25. **Executive Session Pursuant to G.L c. 30A§ 21 (3) to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares – Town of Billerica v. Community Care Collective, Inc., C.A. No. 2481CV003312, Middlesex Superior Court**– See Executive Session Minutes

Approved On: _____



**TOWN OF BILLERICA
SELECT BOARD MINUTES
NOVEMBER 17, 2025**

Members Present: Chair Jillian Pavidis, Vice Chair John Burrows, Secretary Daniel Darris-O'Connor, Member Michael Rosa, and Member Dina Favreau

Members Absent: None

Staff Present: Town Manager Christopher Dillon and Recording Secretary Dawn McDowell

Call to Order 6:00 PM

Vice Chair Burrows called the meeting to order at 6:00 PM.

The Pledge of Allegiance was recited.

1. Open Microphone

Marlies Henderson of 31 Sprague Street – Ms. Henderson stated that she would like to talk about the Talbot Dam. The Board of Health has provided a waiver for the removal, State permits have been granted but the HDC denied the removal in June. We should use mitigation to restore the historic element of the dam. The Conservation Commission is waiting for the DPW. She would ask that the Town Manager help with getting the DPW to provide comments.

Chris Tribou of 13 Bridle Road – Mr. Tribou stated that this is a good start to look at replacing the Locke School. The crypto should be looked at a State level. On the Parker Street signs, it is a good idea to deter traffic at drop off times.

Announcements

2. Vacancies on Boards and Committees

Secretary Darris-O'Connor read the vacancies on Boards and Committees.

3. All other announcements may be viewed on the Town of Billerica website

Secretary Darris-O'Connor stated that the 250th Committee is hosting a Turkey Trot that will take place on Thanksgiving morning. There is still time to register at the Recreation Department's website.

Proclamation and Public Recognition

New Business (Quick Items)

9. Transfer of a Class II License FROM Dampolo Automotive Inc. dba Sal's Automotive at the premises located at 299 Boston Road, Billerica, MA TO Sal's Gas Auto Sales & Services

John Saad appeared for the Class II transfer. He purchased the property in 2019. The Class II license was the last step to transfer it to my name.

There were no questions.

MOTION - Secretary Darris-O'Connor made a motion to transfer the Class II license from Dampolo Automotive Inc. to Sal's Gas Auto Sales & Services located at 299 Boston Road. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

10. Request (4) 18" x 24" Signs in the Common from November 18th to December 6th for St. Matthew Parish Hall's Annual Christmas Fair on December 6, 2025 from 9:00 AM to 3:00 PM



**TOWN OF BILLERICA
SELECT BOARD MINUTES
NOVEMBER 17, 2025**

MOTION - Secretary Darris-O'Connor made a motion to approve (4) 18" x 24" Signs in the Common from November 18th to December 6th for St. Matthew Parish Hall's Annual Christmas Fair on December 6, 2025 from 9:00 AM to 3:00 PM. The motion was seconded by Vice Chair Burrows and unanimously voted 5-0-0.

11. Right of First Refusal – 81 Salem Road, Unit #102

MOTION - Member Rosa made a motion to give up our right of first refusal for 81 Salem, Unit 102. The motion was seconded by Secretary Darris-O'Connor and unanimously voted 5-0-0.

12. Request that the Select Board Sign a Termination of Period of Enforceability of Restriction for Clarence Street Lots – Requested by Attorney Dangora

Attorney James Dangora appeared for the request to terminate the restrictions on Clarence Street. Attorney Dangora stated that this is similar to the request the Board approved back in February on River Street with Attorney Mederios. The restrictions are more than 30 years and the Town did not renew them so they are expired.

Member Rosa stated that he assumes that they paid 25% of the assessed value due to a special option. Attorney Dangora stated that he can't confirm that. Member Rosa stated that if the restriction is removed, they can sell the property for a lot of money. Member Rosa asked if Town Counsel has reviewed this. Ms. McDowell replied that Town Counsel did review it, her only concern with that the Town does not incur any costs for recording and that will be the responsibility of Attorney Dangora.

Member Favreau asked if this needs to go to Town Meeting for approval. Attorney Dangora stated that this did not come from Town Meeting, so we don't need Town Meeting approval.

MOTION - Secretary Darris-O'Connor made a motion that the Select Board release the restrictions for Clarence Street lots deed. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

13. Request of a One Year Extension on a 2025 Community Grant Award for Hike Beautiful Billerica – Requested by Marlies Henderson

Marlies Henderson appeared for the extension of the 2025 Community Grant Award. They have not spent all the money yet and would like a year extension.

Vice Chair Burrows asked if you ever thought about purchasing the equipment. Ms. Henderson replied yes but then they would have to store it.

Member Rosa stated that he has no problem with the extension.

MOTION - Secretary Darris-O'Connor made a motion to approve the one-year extension for the 2025 Community Grant Award for Hike Beautiful Billerica. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

Public Hearings

4. Continued Public Hearing – National Grid and Verizon #31195999 – National Grid to relocate (1) JO Pole beginning at a point ~9' westerly from existing Pole #9 per customer request at 12 Reardon Road. Existing pole is deteriorating and is due to be replaced.

Member Rosa stated that he is concerned with the multiple continuance because it can fall through the cracks.



**TOWN OF BILLERICA
SELECT BOARD MINUTES
NOVEMBER 17, 2025**

MOTION - Secretary Darris-O'Connor made a motion to continue the public hearing for National Grid #31183913 until December 15, 2025. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

5. Property Tax Classification – In accordance with MGL, Chapters 369 and 661, Acts of 1982, amending Chapter 797, Acts of 1979, the Select Board will Accept Written and Oral Comments and Recommendations on the Option of Selecting a Factor of One for All Classes of Property or Allocating Variable Percentages of the Tax Levy to be Borne by Each Class

MOTION - Secretary Darris-O'Connor made a motion to open the public hearing for the Property Tax Classification at 6:12 PM. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

John Spediel, Chief Assessor joined the meeting for the property tax classification. Mr. Speidel summarized his memo that was provided to the Board. Mr. Speidel suggested the CIP Shift of 175% to commercial. The Levy capacity is \$168 million.

MOTION - Member Rosa made a motion that the Select Board adopt a determination of a residential exemption for up to 20%. The motion was seconded by Member Favreau and voted 0-5-0. The motion fails.

MOTION - Member Rosa made a motion that the Select Board adopt a determination of a discount factor up to 25% for all land classified as open space. The motion was seconded by Member Favreau and voted 0-5-0. The motion fails.

MOTION - Member Rosa made a motion that the Select Board adopt a potential of a small business commercial tax exemption. The motion was seconded by Member Favreau and voted 0-5-0. The motion fails.

Chair Pavidis asked what the recommendation is. Mr. Spediel stated that he recommends the 175% shift.

Member Favreau asked what is the \$1.9 million in free cash referencing on page 21, Section 3.c.2. Amit Chhyani joined the meeting. Mr. Chhyani replied that the \$1.9 million includes the transfer of \$1.3 from the debt stabilization into the General Fund and any other miscellaneous appropriations or revenue.

Member Rosa stated that he would support the 175%. In the chart, there are 51 lines but only 26 towns listed and he assumes the green line is Billerica. Mr. Speidel stated that it should be landscape. In the Residential and Business value, the residential has gone down but the commercial value has gone up. Mr. Speidel stated that the residential value is up 1.6%, the commercial value is up 2.6% and industrial value is .7%. Member Rosa stated that hopefully the zoning changes that were just approved will help fill the empty office space.

MOTION - Secretary Darris-O'Connor made a motion that the Select Board adopt a residential factor tax rate of 78.52%. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

Member Favreau stated that last year we voted against the meal tax and voted for the hotel tax but the recap shows revenue. Mr. Chhyani stated that comes from the State, this is not local receipts.

MOTION - Secretary Darris-O'Connor made a motion to close the public hearing. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

6. Public Hearing – National Grid and Verizon #31208340 – National Grid to install (1) JO Pole (#0-50) on Sumac Street at a point ~80' easterly from existing pole #62 at 179 Pond Street to reduce the existing span and raise sagging wires on Sumac Street



**TOWN OF BILLERICA
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MOTION - Secretary Darris-O'Connor made a motion to open the public hearing for National Grid #31208340 at 6:38 PM. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

Alec Birdsong from National Grid joined the meeting. This request was from the abutters due to the sagging wires.

Member Rosa asked if any abutters have reached out and water and sewer needs to be called separately to the DPW and is not done through DigSafe. Mr. Birdsong replied that no abutters have reached out and yes they are aware they have to contact the DPW for water and sewer mark outs.

There were no questions from the audience in person or online.

MOTION - Secretary Darris-O'Connor made a motion to close the public hearing at 6:39 PM. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

MOTION - Secretary Darris-O'Connor made a motion to approve the National Grid pole petition #31208340 for Sumac Street. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

7. Public Hearing – National Grid and Verizon #31188392 – National Grid to install (1) JO Pole (#34-50) on Pollard Street beginning at a point ~160' Northeast of the centerline of the intersection of High Street and Pollard Street

MOTION - Secretary Darris-O'Connor made a motion to open the public hearing for National Grid #31188392 at 6:39. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

Alec Birdsong from National Grid joined the meeting. There is a load break and the pole is a liability.

Member Rosa stated that there will be 3 poles within 94' of each other, so why is this needed. Mr. Birdsong stated that it is needed for reliability. Member Rosa asked if any abutters have reached out and water and sewer needs to be called separately to the DPW and is not done through DigSafe.. Mr. Birdsong replied that no abutters have reached out and yes they are aware they have to contact the DPW for water and sewer mark outs. Secretary Darris-O'Connor stated that our staff addresses those concerns in their comments.

There were no questions from the audience in person or online.

MOTION - Secretary Darris-O'Connor made a motion to close the public hearing at 6:42 PM. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

MOTION - Secretary Darris-O'Connor made a motion to approve the National Grid pole petition #31208340 for Sumac Street. The motion was seconded by Member Rosa and voted 4-1-0. Member Rosa voting against.

8. Public Hearing – Notice of Grant of Location – An application from Cablevision Lightpath, LLC to excavate and place handholes and conduit within the Town's right of way at #1 and #3 Federal Street

MOTION - Secretary Darris-O'Connor made a motion to open the public hearing for a grant of location for Cablevision Lightpath at 6:43 PM. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

Jeffrey Harrington appeared for Cablevision Lightpath. This request is to extend fiber option cable to 3 Federal Street.



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SELECT BOARD MINUTES
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Member Rosa asked if any abutters have reached out. Mr. Harrington stated that three abutters asked to extend it to them. Member Rosa asked if you have read the DPW comments. Mr. Harrington replied yes.

There were no questions from the audience in person or online.

MOTION - Secretary Darris-O'Connor made a motion to close the public hearing at 6:46 PM. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

MOTION - Secretary Darris-O'Connor made a motion to approve the grant of location for Cablevision Lightpath LLC to excavate and place handholes and conduit within the Town's right of way at #1 and #3 Federal Street subject to the applicant receiving a street opening permit. The motion was seconded by Member Rosa and voted 5-0-0.

Appointments

Presentation

Committee Reports

Old Business

14. Town Manager's Report

Mr. Dillon gave the Town Manager's Report.

Mr. Dillon introduced the new Assistant Town Manager, Ann Marie Casey.

Town Manager's Office

- Ann Marie Casey started working for the Town of Billerica last Monday, November 10th as the Assistant Town Manager. She hit the ground running and has already helped improve communications from the Town Manager's office.
- The Nova Scotia to Boston Christmas Tree is in Billerica on 11/17/2025. The tree will spend the night at the Main Fire Station similar to last year. Residents are more than welcome to head down to see the tree before it heads to Boston.
- I had a meeting this past week regarding the Town Center improvements. Engineers are modifying the plans from earlier versions and will present to the Select Board once those modifications are completed.
- As the Board is aware, the 8 of 58 for the Griggs Farm was denied. The Tax Collector's office has sent a letter notifying Mr. Griggs of his need to pay his taxes.
- My office has received calls regarding the Community Choice Power Supply Program. The standard rate will change in January from \$0.14011 per kWh to the new rate of \$0.13619 per kWh.

Member Rosa asked what is the update on the Town Center. Mr. Dillon stated that he was told that the last update indicated that the left turn off of River Street was removed because there was not enough money. Member Rosa asked if you can come back in December with an updated plan. Mr. Dillon replied yes, the plan is going to included updates to crosswalks for safety, millwork of existing road. Member Rosa stated that we should look at replacing the lights and make sure there are crosswalks with traffic control. We also should look at adding a TIP project for Charnstaff and Concord Road. We have \$2 million in free cash for lights. Chair Pavidis stated that they are going to come back in December.

Secretary Darris-O'Connor stated that on the Town Center he hopes that any improvements can be built upon for more improvements in the future.



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Secretary Darris-O'Connor stated that the 8 of 58 was denied by the State. The employees are doing their job. Mr. Dillon stated that there is a statutory requirement to notify the owner if there is a potential of tax taking.

Member Favreau stated that we received funding of \$2.7 million from Town Meeting but asked about \$1 million from Lori Trahan. Mr. Dillon stated that he was told that it was not coming but he can look into this further. Member Favreau stated that we met with an aide from Lori Trahan's office in February and they said to be cautious but it was not a denial.

Member Favreau asked for a copy of the 8 of 58 application.

Department of Public Works

- **Roadway Management 2025:** Still waiting on pavement markings crew for Middlesex Turnpike, Andover Road, George Brown Street, and Oak Street. Paving on Harnden Road and Bridge Street was delayed for drain repairs; we anticipate paving before Thanksgiving. Patching crew is scheduled for next week.
- **Yankee Doodle Bike Path:** The YD Phase 1 project should officially be awarded by MassSecretary Darris-O'ConnorT in early December.
- **River Street Pedestrian Traffic Signal (near Housing Authority complex):** We were able to make repairs to this signal, and it is now working properly.

Recreation Department

Winter Program Registration

Registration for winter programs kicked off on 11/13. Many programs are filling up quickly! To view available programs and to register, please visit our website at: www.billericarec.com.

Youth Wrestling - begins the first week of December, and we still have a few spots remaining. Sign up today to get in on the fun!

Ski & Snowboard Club – Registration is open for our upcoming Mt. Wachusett Ski & Snowboard Club. Lift ticket prices increase on 12/2, so we strongly recommend registering before the price goes up! Lessons will also sell out quickly, so register soon!

Upcoming Holiday Events – Make sure to mark your calendars and join us for these special activities happening throughout the holiday season! Please visit our website for more information.

- **Holiday Lights!** – Calling all local Griswolds! Want to show off your holiday spirit? Register your home to be included in our published list of holiday light displays and spread the cheer this season!
- **12/12 – Holiday Family Fun Night** (free family fun night with crafts, holiday movie, and pizza!)
- **12/13 – NYC Bus Trip**
- **12/14 – Holiday Bash** (our biggest event of the season – skating rink, attractions, enchanted holiday lights train ride, and so much more!)
- **12/22 – Jingle Bell Walk** (come for a stroll through PHR and enjoy our holiday lights with a cup of hot chocolate and holiday giveaways!)

Old Ditson (Pinehurst Park) Project Update

This project continues to move along quickly. The walking path is now paved and pavilion constructed. Notable items left needed to be completed include: fencing, seeding, and striping of the new parking lot. These items will be done over the next couple of weeks. The installation of the Fitness Court will take place



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this spring. Given the calendar, we expect to hold off on a formal ribbon cutting until Spring 2026, but are happy to see families enjoying the new playground, basketball courts, and other amenities between now and then.

Member Rosa asked if there has been another neighborhood meeting. Mr. Dillon replied no, but he is working on it.

Recreation Center Update

The Recreation Center also continues to progress. The roof deck has been installed, and the building has now been fully tarped to allow for heating and install of concrete subflooring. The parking lot will also see progress in the upcoming week with grading work and paving.

Economic Development/Planning update

Billerica was featured in the September edition of *Business in Focus* magazine.

Member Rosa state that this is a great article.

15. Discussion on Statement Of Interest (SOI) to MSBA Overview to the Select Board – Requested by Dr. Clery

Dr. Clery and Sean Bartlett appeared to discuss the SOI for a new middle school. Dr. Clery stated that she understands the needs of the town and tonight is just to get an informal approval to move forward with a SOI for a new middle school.

Chair Pavidis stated that the price tag can be scary but this will take a lot of work and she would like to get a sense of the Board. This is non-binding discussion and she is in full support.

MOTION - Member Favreau made a motion to give the authority of the School Superintendent to move forward and support the SOI. The motion was seconded by Vice Chair Burrows. After the following discussion it was voted 5-0-0.

Member Rosa stated that this is a major decision and we should have discussion. There was no vote on the agenda. The Chair can move the motion out of order. Member Favreau stated that we could allow the discussion on the motion but the longer we wait the more expensive it will be.

Vice Chair Burrows stated that this is the first step of 5,000. We all know the condition of the Locke School.

Member Rosa stated that we need to talk about combining the two middle schools. The Dutile is in bad shape also. We are still paying for the Parker School and High School. The Shawsheen Tech is moving to Phase II for a new school which will have a huge impact on our budget. We can't forget our seniors which are the fastest growing population. We need to have real consideration of merging the middle schools. We should try to offset the tax impacts. We should talk about this early on.

Dr. Clery stated that for the MSBA we will put forward the Locke School but for the community we will look at savings for merging the two schools.

Member Rosa stated that on the student analysis, there is only 178 extra in the middle school range. Dr. Clery stated that we will also look at moving the 8th grade back to the middle school. Member Rosa stated that we should start discussions on this early on.

Member Favreau stated that the timing is important because other communities will be filing for new schools ahead of us.



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Secretary Darris-O'Connor stated that he fully supports this. There has been a lot of maintenance done in house but costs will just go up.

16. Discussion and Possible Vote – On a Ban of Crypto/Bitcoin ATMs in the Town of Billerica – Requested by Chair Pavidis

Lt. Detective Sean Coffey appeared for the discussion on banning Crypto/Bitcoin ATMs. There has been twelve documentation incidents of fraud within 2 years. When the money is transferred, it's done immediately and irreversible. There are safer ways to deal with Bitcoin. The State is not taking any action.

Chair Pavidis asked how many ATMs are in town. Lt. Coffey replied six.

Member Rosa asked if this would prevent these ATMs in private clubs. Lt. Coffey replied that was correct. Member Rosa stated that in Section 3, could we allow them with a license through the Select Board and Police Department. Lt. Coffey stated that they could require a license but that still wouldn't prevent fraud. Member Rosa stated that he likes the enforcement aspect but the amounts of the fraud could be a felony. Lt. Coffey stated that the machines are just a conduit of the transfer.

Secretary Darris-O'Connor stated that there has been sensationalism in the media with the machines. The stores receive revenue from the machines and they allow residents to transfer Bitcoin to family abroad. This is a legit transfer. There is no difference between this and scams involving bank transfers or gift cards. There needs to be a better understanding and more education. Lt. Coffey agreed with education but they have been very successful in getting money returned with bank transfers and gift cards because they can be tracked. With Bitcoin, it's instant and almost impossible to trace.

Member Favreau stated that \$320,000 in fraud is from Billerica alone. Lt. Coffey replied yes. Member Favreau asked what is the highest demographic. Lt. Coffey replied elderly and intellectually challenged. Member Favreau stated that she initially thought it was an overreach but we need to protect our residents. This will be sent to Town Counsel for review.

17. Discussion and Possible Vote on Do Not Enter Signs from ~~7:30-7:45 AM to 9:00-8:45 AM and 1:30-2:15 PM and 3:00-3:15 PM~~ For Parker Street to Richardson Street – Requested by Chair Pavidis

Chair Pavidis stated that this is a follow up. Vice Chair Burrows stated that a lot of people have reached out due to increased traffic around dismal and arrival times. He is asking for a vote of support.

Chair Pavidis stated that we need to come up with a long term plan coming but this is a quick immediate fix.

MOTION - Vice Chair Burrows made a motion to install two Do Not Enter signs on Parker Street and Richardson Road at the discretion of the DPW and Town Manager. After the following discussion, the motion was voted 4-1-0. Secretary Darris-O'Connor voting against.

Member Rosa asked if the Safety Officer has looked at this request. Mr. Dillon stated that he has submitted this request to the Safety Officer and the Police Chief and they are also talking with Town Counsel about enforcement.

Member Favreau asked when will this come before us for the final project. Mr. Dillon stated that they will be discussing Parker Street at the next meeting. The DPW is working on a pavement schedule for next year. Member Favreau asked if the study will include the schools. Mr. Dillon replied he believed so.

Secretary Darris-O'Connor stated that we are not traffic engineers and we should have a traffic study or input from our engineers before we vote on anything.



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SELECT BOARD MINUTES
NOVEMBER 17, 2025**

New Business

Approval of Meeting Minutes

18. July 15, 2025-July 14, 2025 Regular Meeting

MOTION - Secretary Darris-O'Connor made a motion to approve the Select Board minutes of July 14, 2025 as submitted. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

19. October 20, 2025 Regular Meeting

Member Rosa stated that there were a few minor edits that were provided tonight.

MOTION - Secretary Darris-O'Connor made a motion to approve the Select Board minutes of October 20, 2025 as amended. The motion was seconded by Member Rosa and unanimously voted 5-0-0.

Meeting Schedule

December 8, 2025 and December 15, 2025

Executive Session

- 20. Executive Session Pursuant to G.L c. 30A§ 21(a) (3) to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares – Discussion on the Northern Middlesex Council Of Governments (NMCOG) Appeal of the Historic District Commission (HDC) Decision regarding the Talbot Dam**
- 21. Executive Session Pursuant to G.L c. 30A§ 21(a) (7) to comply with, or act under the authority of, any general or special law or federal grant-in-aid requirements – Open Meeting Law, G.L. c. 30A § 22(f), (g) – Discussion on Possible Release of the Executive Session Recording and Meeting Minutes of November 3, 2025 Executive Session (Redacted or Non-Redacted)**

Secretary Darris-O'Connor stated that we will only return to regular session to adjourn the meeting.

MOTION - Secretary Darris-O'Connor made a motion to go into Executive Session Pursuant to G.L c. 30A§ 21 (3) to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares – Discussion on the Northern Middlesex Council Of Governments (NMCOG) Appeal of the Historic District Commission (HDC) Decision regarding the Talbot Dam at 7:48 PM. The motion was seconded by Member Rosa and unanimously voted 5-0-0. On a roll call: Secretary Darris-O'Connor voted Aye, Member Rosa voted Aye, Member Favreau voted Aye, Vice Chair Burrows voted Aye and Chair Pavidis voted Aye.

MOTION - Secretary Darris-O'Connor made a motion to go into Executive Session Pursuant to G.L c. 30A§ 21 (7) to comply with, or act under the authority of, any general or special law or federal grant-in-aid requirements – Open Meeting Law, G.L. c. 30A § 22(f), (g) – Discussion on Possible Release of the Executive Session Recording and Meeting Minutes of November 3, 2025 Executive Session (Redacted or Non-Redacted)at 7:15 PM. The motion was seconded by Member Rosa and unanimously voted 5-0-0. On a roll call: Secretary Darris-O'Connor voted Aye, Member Rosa voted Aye, Member Favreau voted Aye, Vice Chair Burrows voted Aye and Chair Pavidis voted Aye.



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MOTION - Secretary Darris-O'Connor made a motion to adjourn the regular meeting of November 17, 2025 at 8:14 PM. The motion was seconded by Member Rosa and unanimously voted 5-0-0. Vice Chair Burrows voting against.

*Respectfully Submitted by Dawn McDowell,
Recording Secretary*

Please note, the entire video of this meeting can be found at: <https://www.batvinc.org/vodchannels.html>

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TOWN OF BILLERICA
SELECT BOARD MINUTES
NOVEMBER 17, 2025

Exhibits for the Select Board Meeting – November 17, 2025

Call to order 6:00 PM

1. **Open Microphone** – No Exhibits

Announcements

2. **Vacancies on Boards and Committees** – Vacancy List dated 11/14/25
3. **All other announcements may be viewed on the Town of Billerica website** - No Exhibits

Proclamation and Public Recognition

Public Hearings

4. **Continued Public Hearing – National Grid and Verizon #31195999 – National Grid to relocate (1) JO Pole beginning at a point ~9’ westerly from existing Pole #9 per customer request at 12 Reardon Road. Existing pole is deteriorating and is due to be replaced.** - NG application dated 08/27/25, DPW Comments dated 10/09/25, Contractor Acknowledgement Form dated 10/15/25, Electrical Comments dated 10/14/25, PD Comments dated 10/10/25, Notice of Hearing undated, Abutters List dated 10/06/25
5. **Property Tax Classification – In accordance with MGL, Chapters 369 and 661, Acts of 1982, amending Chapter 797, Acts of 1979, the Select Board will Accept Written and Oral Comments and Recommendations on the Option of Selecting a Factor of One for All Classes of Property or Allocating Variable Percentages of the Tax Levy to be Borne by Each Class** – Tax Classification Hearing dated 11/17/25
6. **Public Hearing – National Grid and Verizon #31208340 – National Grid to install (1) JO Pole (#0-50) on Sumac Street at a point ~80’ easterly from existing pole #62 at 179 Pond Street to reduce the existing span and raise sagging wires on Sumac Street.** - NG application dated 09/19/25, DPW Comments dated 11/06/25, Contractor Acknowledgement Form dated 11/07/25, Electrical Comments dated 11/10/25, PD Comments dated 11/10/25, Notice of Hearing undated, Abutters List dated 11/06/25
7. **Public Hearing – National Grid and Verizon #31188392 – National Grid to install (1) JO Pole (#34-50) on Pollard Street beginning at a point ~160’ Northeast of the centerline of the intersection of High Street and Pollard Street** - NG application dated 09/11/25, DPW Comments dated 11/06/25, Contractor Acknowledgement Form dated 11/07/25, Electrical Comments dated 11/10/25, PD Comments dated 11/10/25, Notice of Hearing undated, Abutters List dated 11/06/25
8. **Public Hearing – Notice of Grant of Location – An application from Cablevision Lightpath, LLC to excavate and place handholes and conduit within the Town’s right of way at #1 and #3 Federal Street** – Petition dated 11/07/25, DPW Comments 11/14/25, Contractor Acknowledgement Form dated 11/14/25, Email from B. Bertram dated 11/14/25, Notice of Hearing undated, Abutters List dated 11/06/25

New Business (Quick Items)

9. **Transfer of a Class II License FROM Dampolo Automotive Inc. dba Sal’s Automotive at the premises located at 313 Boston Road, Billerica, MA TO Sal’s Gas Auto Sales & Services** – Billerica Application dated 10/27/25, Application for Class II dated 10/27/25, Abutters List dated 10/28/25, Notice of Hearing undated, Plan of land dated 08/22/1962, GIS picture undated, Insurance binder dated 11/4/25, Email from M. LaLumiere dated 11/07/25



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10. Request (4) 18" x 24" Signs in the Common from November 18th to December 6th for St. Matthew Parish Hall's Annual Christmas Fair on December 6, 2025 from 9:00 AM to 3:00 PM – Sign picture undated
11. Right of First Refusal – 81 Salem Road, Unit #102 – Memo from Chapa dated 11/05/25, Email from B. Correnti dated 11/06/25
12. Request that the Select Board Sign a Termination of Period of Enforceability of Restriction for Clarence Street Lots – Requested by Attorney Dangora – Memo from J. Dangora Jr. dated 10/15/25,
13. Request of a One Year Extension on a 2025 Community Grant Award for Hike Beautiful Billerica – Requested by Marlies Henderson – Email from M. Henderson dated 11/14/25

Appointments

Presentation

Committee Reports

Old Business

14. Town Manager's Report – Dated 11/17/25

15. Discussion on Statement Of Interest (SOI) to MSBA Overview to the Select Board – Requested by Dr. Cleary – Presentation dated 11/17/25

16. Discussion and Possible Vote – On a Ban of Crypto/Bitcoin ATMs in the Town of Billerica – Requested by Chair Pavidis – Proposal from C. Frost dated 11/03/27, Proposed Draft General Bylaw undated

17. Discussion and Possible Vote on Do Not Enter Signs from ~~7:30-7:45 AM to 9:00-8:45 AM and 4:30-2:15 PM and 3:00-3:15 PM~~ For Parker Street to Richardson Street – Requested by Chair Pavidis – Sample Sign picture undated, GIS map undated, Email from K. Clery dated 11/14/25

New Business

Approval of Meeting Minutes

18. July 15, 2025-July 14, 2025 Regular Meeting – Minutes undated

19. October 20, 2025 Regular Meeting– Minutes undated

Meeting Schedule

December 8, 2025 and December 15, 2025 – No Exhibits

Executive Session

20. Executive Session Pursuant to G.L c. 30A§ 21 (3) to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares – Discussion on the Northern Middlesex Council Of Governments (NMCOG) Appeal of the Historic District Commission (HDC) Decision regarding the Talbot Dam – See Executive Session Minutes

Approved On: _____

**BILLERICA SELECT BOARD
FEBRUARY 23, 2026 @ 6:00 PM
REMOTE ONLY**

Select Board Present via zoom: Chair Pavidis, Vice Chair Burrows, Secretary; Daniel Darris-O'Connor, Member Rosa, Member Favreau

Staff Present via zoom: Assistant Town Manager; Ann Marie Casey, Director of Administrator Services; Dawn McDowell, Confidential Assistant; Kerri Rufo

Attendees present via zoom: NMCOG; Jenny Raitt, Kelly Lynema, National Grid; Alec Noel-Birdsong, Shawsheen Valley Tech Superintendent; Tony McIntosh, Billerica Food Pantry; Sandra Giroux

Call to order 6:00 PM

Chair Pavidis called the meeting to order at 6:00 PM

The Pledge of Allegiance was recited

Roll Call Vote:

| | |
|---------------------------|----------------|
| Darris-O'Connor | Present |
| Favreau | Present |
| Vice Chair Burrows | Present |
| Rosa | Present |
| Pavidis | Present |

1. Executive Session

Cancelled by Town Counsel due to power outage

Public Comments

Chair Pavidis opened the Open Microphone portion of the meeting and reminded participants that comments are limited to three minutes.

Kelly Sardina expressed concern about holding the meeting during weather-related power outages in surrounding communities. She asked whether members of the public would be permitted to ask questions on agenda items later in the meeting and was advised that public comment is limited to the Open Microphone portion at the discretion of the Chair. She stated that the January 12 minutes were inaccurate and requested they not be voted on until she could review them with the Recording Secretary. She further commented on the proposed Shawsheen Tech feasibility study and the lithium battery storage moratorium, expressing opposition to moving forward with funding related to Shawsheen Tech prior to knowing the Town's budget and expressing support for the moratorium.

Donald Damon, 17 Harnden Road, spoke in opposition to Agenda Item 26 (Automated License Plate Readers) and Agenda Item 16 (Shawsheen Tech Feasibility Study). He referenced a recent Whittier Tech school vote and discussed potential projected costs to Billerica, urging the Board to vote no on the feasibility study funding and to prioritize the Locke School.

Grace Tucci, 227 Carson Street, spoke in opposition to moving forward with the Shawsheen Tech feasibility study prior to knowing the Town's financial position. She also asked whether the Police Chief would be available to answer questions regarding the ALPR agenda item.

Mary Leach announced the upcoming Billerica Cleanup Greenup Week, scheduled for April 18 through April 25, in collaboration with Beautify Billerica and the Recreation Department. She encouraged residents to participate and noted that Shawsheen Tech students have indicated interest in participating.

Justin Damon spoke in opposition to the Flock safety cameras and urged the Board to remove or ban them, citing civil liberties concerns.

Diana Saunders spoke regarding the Shawsheen Tech budget and urged the Board to table the item until more financial information is available and the Town's budget position is clearer.

Michael Parker spoke in support of considering the Town Manager's financial planning regarding the Shawsheen Tech feasibility study and stated he would defer to the Police Chief's recommendation regarding the camera program. He also expressed appreciation for the Board holding the meeting.

Chair Pavidis closed the Open Microphone portion after confirming no additional hands were raised.

Announcements

2. Vacancies on Boards and Committees

Secretary Darris-O'Connor read the Vacancies

3. All other announcements may be viewed on the Town of Billerica website

Consent

4. Bike Run-May 17, 2026 The National Brain Tumor Society
5. Bike Run-September 13, 2026-NEPC Cool Kidz 5k
6. Change of Managers: MHF Billerica Operating Tenant VII LLC dba Courtyard Billerica, 270 Concord Road
7. Proclamation -Black History Month (100th Anniversary)
8. Proclamation - Outstanding Contributions to the Billerica 250th Committee
9. Minutes-January 12, 2026 Select Board
10. Minutes-February 02,2026 Select Board
11. 1 Day Liquor License COA-Black Tie Bingo March 27,2026

Select Board Member Darris-O'Connor introduced the Consent Agenda and moved to approve the Consent Agenda as presented. Select Board Member Rosa raised a point of order and stated that two items should be pulled from the Consent Agenda and voted separately: (1) items related to liquor licensing matters that directly impact the liquor license authorized for a facility, and (2) the one-day liquor license for the Council on Aging

“Black Tie Bingo,” stating that one-day licenses should be handled consistently and that prior experience with similar requests supported individual review.

Select Board Member Favreau stated that two proclamations she submitted had been placed on the Consent Agenda and requested they be removed for public reading. She requested that the 100th anniversary of Black History Month proclamation be read that evening and asked that the 250th Committee proclamation be held until the March 2, 2026 meeting so it could be presented in person.

Motion:

Secretary Darris-O’Connor moved to approve the consent agenda as presented in the Select Board packet.

Vice Chair Burrows seconded the motion.

Member Rosa initially voted Aye, then stated he misunderstood the motion and believed the vote was to withdraw items from the Consent Agenda for separate action. After discussion, the Chair clarified the vote was on approving the Consent Agenda as presented

| | |
|------------------------|------------|
| Darris-O’Connor | Yea |
| Favreau | Nay |
| Burrows | Yea |
| Rosa | Nay |
| Pavidis | Yea |

Following the vote, Select Board Member Darris-O’Connor read the proclamation recognizing the 100th anniversary of Black History Month, and the Select Board issued the proclamation dated February 23, 2026.

Public Hearings-On Zoom- Alec Noel-Birdsong From National Grid

12. **National Grid/Verizon-WO# 31235419**-(French St)Petition to install one (1) joint utility pole on French Street near Middlesex Turnpike, pursuant to M.G.L. c. 166, §§ 21 and 22.

Motion to Open the Public Hearing:

Secretary Darris-O’Connor moved to open the Public Hearing for National Grid WO# 31235419 at 6:34 PM

Vice Chair Burrows seconded the motion.

| | |
|------------------------|------------|
| Darris-O’Connor | Yea |
| Favreau | Yea |
| Burrows | Yea |
| Rosa | Yea |
| Pavidis | Yea |

The Chair inquired whether a representative from National Grid was present. No representative appeared or responded.

Motion to continue the Public Hearing:

Secretary Darris-O’Connor moved to continue the Public Hearing to March 2, 2026

Member Rosa seconded the motion.

Darris-O'Connor **Yea**
Favreau **Yea**
Burrows **Yea**
Rosa **Yea**
Pavidis **Yea**

The Public Hearing was continued to March 2, 2026.

Member Dina Favreau noted that in the online agenda packet, Item #13 was listed as “New Business – Community Farmers Market” and questioned whether this was a typographical error.

Chair Jillian Pavidis stated that she had the item listed as #14. Board members JB, Mike Rosa, and Daniel Darris-O'Connor confirmed that they also had the item listed as #14 under New Business.

Ms. Favreau clarified that Item #14 in the packet was listed as the Public Hearing for National Grid and noted the discrepancy for the Board’s awareness.

The Chair acknowledged the clarification and thanked Ms. Favreau.

New Business (Quick Items)

13. Billerica Community Farmers Market Seasonal License Application

Location: 793 Boston Road, Dates: Every Monday June 15th-September 28th Operating Hours: 2-7 P.M., Live music 3-7 P.M.

Katie Shubin was present remotely on behalf of the Billerica Farmers Market. She stated the organization is excited for the 2026 season and its updated location, including ADA-compliant walkways and a new pavilion. She invited members of the Select Board to attend opening day.

Members of the Board expressed support for the Farmers Market. No questions were raised.

Motion:

Secretary Darris-O'Connor moved to approve the Seasonal License Application as presented in the Select Board packet.

Member Rosa seconded the motion.

Darris-O'Connor **Yea**
Favreau **Yea**
Burrows **Yea**
Rosa **Yea**
Pavidis **Yea**

14. Establish a Select Board Policies and Procedures Review Committee

Discussion and possible vote to establish a temporary advisory committee to review existing Select Board policies and procedures, identify outdated, unclear, or inconsistent provisions, and recommend updates or new policies to improve governance, transparency, and legal compliance. The committee would report its findings and recommendations back to the full Select Board for consideration and would have no independent decision-making authority.

The Chair introduced Item 15 regarding the establishment of a Select Board Policies and Procedures Review Committee. The Chair stated that, as several recent meetings have included requests to amend, add, or remove policies, and given that the policies have not been comprehensively reviewed in some time, it may be beneficial to create a committee to review the Select Board's policies and procedures and return recommendations to the full Board.

Member Rosa stated that a committee should first be formally created by vote of the Select Board and referenced the memorandum included in the meeting packet indicating that the Select Board shall determine the committee's membership. He expressed interest in participating and suggested including two members of the Select Board, Dawn McDowell, and Kerri Rufo, along with Town Counsel.

Member Favreau stated she supported the concept of a review committee and clarified that nothing undertaken by the committee would preclude individual members from bringing forward policy changes independently. She also expressed interest in serving on the committee.

Motion:

Member Rosa moved to create a subcommittee of the Select Board consisting of two members of the Select Board, Dawn McDowell, Kerri Rufo, and Town Counsel to review the Select Board's policies and procedures and report back to the full Board.

Member Favreau seconded the motion.

Roll Call Vote:

| | |
|------------------------|------------|
| Darris-O'Connor | Yea |
| Favreau | Yea |
| Burrows | Yea |
| Rosa | Yea |
| Pavidis | Yea |

Following the vote, Member Rosa stated that, based on the Chair's memorandum, the full Board should appoint the committee members.

Member Darris-O'Connor moved to amend the structure to make the committee a Chair-appointed committee.

Vice Chair Burrows seconded the motion.

Roll Call Vote:

| | |
|------------------------|------------|
| Darris-O'Connor | Yea |
| Favreau | Yea |
| Burrows | Yea |
| Rosa | Yea |
| Pavidis | Yea |

Motion carried, 3-2.

Presentation-

15. Shawsheen Valley Tech-MSBA Facilities Studies Informational Presentation Superintendent- Tony McIntosh will be in attendance

Superintendent Tony McIntosh appeared before the Select Board to provide an overview of Shawsheen Valley Technical School's Massachusetts School Building Authority (MSBA) Feasibility Study process and to explain the district's request to place a related article on the Spring Town Meeting Warrant.

Mr. McIntosh stated the district was not requesting the Select Board approve or allocate funding at this time; rather, the district was requesting that the matter be included as a Spring Town Meeting warrant article so voters could consider it. He noted Shawsheen Tech was accepted into the MSBA pipeline in December 2024, the eligibility window opened in August 2025, and the district has completed the required documentation for eligibility, with the remaining item being funding for a feasibility study.

Mr. McIntosh stated the total feasibility study cost is \$1,498,587 across the district's five member communities. He explained that Billerica's proposed share for the warrant article would be up to \$554,002 (not to exceed). He added the district is pursuing the use of Excess & Deficiency (E&D) funds and hopes to fund as much as possible internally, but does not yet have a certified figure from the Department of Revenue.

Mr. McIntosh described the current facility as overcrowded and aging: the building was constructed in 1970 for approximately 1,000 students, with current enrollment around 1,300. He noted operational constraints (including limited auditorium seating and multiple lunch blocks) and stated the feasibility study would evaluate building systems and present multiple scenarios (renovation, renovation/expansion, and new construction), including cost and funding scenarios. He explained that MSBA's process requires using MSBA-approved lists for key services (e.g., Owner's Project Manager and designers). He also outlined later MSBA phases including schematic design, funding votes in each community, detailed design, construction, and MSBA reimbursement/closeout practices.

Board Questions/Comments

Member Rosa thanked Mr. McIntosh for attending and stated he did not support a vote being taken that evening. He emphasized the need for the Town Manager to weigh in on funding options and stated the Board had not yet reviewed the Town's budget in detail. Member Rosa asked Mr. McIntosh to address prior public reporting regarding E&D certification and audit issues. Mr. McIntosh explained the district engaged TMS Solutions (Auburn) to assist with business operations and has had on-site consulting support two days per week since late July/early August, including process and procedure updates and improvements to the district's financial system utilization. He stated the district is addressing prior audit findings and working to prevent future issues. Mr. McIntosh confirmed the district is on top of the issues and either has resolved them or is in the process of doing so.

Member Rosa raised questions about potential future funding mechanisms (debt exclusion vs. override). Mr. McIntosh stated he did not have those details at this stage and is currently focused on feasibility-study funding and warrant article placement; he noted his understanding is that vocational projects involve a district-wide vote approving the project and funding simultaneously, with details to be determined later in the process. Member Rosa discussed broader competing capital priorities within Billerica and asked when the district expects to have E&D numbers; Mr. McIntosh stated he hopes to have them soon but did not have a firm timeline.

Member Favreau stated she supported Shawsheen and vocational education but echoed concerns about timing, the Town's budget review process, and confidence based on prior audit/news reporting regarding cash reconciliation and overspent accounts affecting E&D certification (referencing an amount around \$986,000). She

stated she could not support placing the article on the Spring Town Meeting Warrant without additional clarity and supporting materials and noted warrant articles are due March 23, allowing time for further information.

A discussion followed regarding a prior assertion about a “5% contribution” toward a capital stabilization fund. Mr. McIntosh stated that an annual 5% contribution was not included in the budget and that stabilization funding was intended to come from E&D rather than an assessment to towns. Member Favreau maintained the district had voted to approve a 5% contribution of the base budget toward stabilization and stated that this was part of the need for clarity related to the E&D amount in question. Member Favreau requested any documentation supporting the feasibility study cost estimate (e.g., MSBA guidance or documentation supporting the \$1.5M figure). Mr. McIntosh stated the estimate was based on MSBA-supplied budget numbers and that an RFP would not occur until after funding approval and would then follow MSBA guidelines.

Vice Chair Burrows expressed support for allowing the matter to proceed to Town Meeting for discussion and decision, describing it as support for moving the process forward rather than approving spending. He noted feasibility studies are a common early step and indicated he could support placing the item before Town Meeting.

Secretary Darris-O’Connor thanked Superintendent McIntosh and stated support for letting the MSBA process proceed and allowing Town Meeting to decide. He noted the Select Board does not have authority to allocate or spend funds and stated that trying to prevent the MSBA process could have negative implications for future MSBA-related projects in town (including a potential middle school).

Chair Pavidis thanked Superintendent McIntosh and stated that, given the March warrant timeline, there is time to obtain additional information. The Chair stated that ultimately Town Meeting should decide.

16. NMCOG Status Report- Executive Director Jenny Raitt and Deputy Director-Kelly Lynema

Select Board Role:

Informational update only.

NMCOG Overview

Ms. Raitt provided NMCOG’s annual report to the Select Board and the community. She explained NMCOG is the regional planning agency based in Lowell, established in 1963 to increase municipal capacity, foster regional cooperation/coordination, and provide local and regional planning services. NMCOG is governed by an 18-member council with representation from nine member municipalities.

Ms. Raitt reported NMCOG adopted its first strategic plan (a three-year plan) in early 2025 with priorities to:

- Mobilize and accelerate local and regional plan goals
- Lead regional collaboration, advocacy, and engagement
- Ensure the ongoing health and growth of the agency

Ms. Raitt identified Billerica’s local representatives/designees to NMCOG, including Select Board Member Dina Favreau, Planning Board representative Chris Tribou (noting he also served as Assistant Clerk beginning November 2025), and alternate Mary McBride of the Finance Committee (noting she has served as Clerk). Ms. Raitt noted and thanked Member Favreau for participation, including involvement in the strategic planning process and a recent Fair Housing conversation/listening session hosted with Community Teamwork (Lowell) and the Executive Office of Housing and Livable Communities.

Work Completed with the Town of Billerica (Past Year/Year and a Half)

Deputy Director Kelly Lynema summarized NMCOG assistance to Billerica, including efforts tied to state-law compliance and local planning initiatives:

- MBTA Communities compliance support to the Planning Board and planning staff
- ADU bylaw update assistance to align with state law
- Zoning work to clarify and improve site plan review vs. site plan approval, with the goal of being business-friendly
- Development of a three-tiered site plan review process, with amendments planned for Spring Town Meeting, to align review intensity with project impacts (lower review for “by-right”/small business projects; higher review for larger projects with traffic/parking impacts)
- Support for Master Plan updates, including a best-practices guidance memo and continued assistance seeking grant funding to offset costs (to avoid reliance on capital or operating funds)
- Support for Digital Equity planning to expand access to broadband/devices, especially for residents lacking access
- Assistance with reporting and compliance, including Green Communities compliance and Subsidized Housing Inventory maintenance through the Regional Housing Services Office
- Transportation planning work: a jobs accessibility analysis to help align LRTA service with resident commuting needs; administration of the Transportation Improvement Program (TIP) as MPO staff
- Noted transportation projects: Glad Valley Road construction (TIP-funded) and implementation support for Yankee Doodle Bike Path Phase 1 and 2, including regional traffic counts and data collection
-

Region-Wide Work (Highlights)

Ms. Lynema also summarized NMCOC region-wide initiatives:

- Northern Middlesex Stormwater Collaborative to help communities comply with MS4 stormwater permitting
- Greater Lowell Stronger Together Plan (regional economic development strategy)
- At Home in Greater Lowell – regional housing strategy (Phase 1 completed)
- Envision 2050 long-range transportation plan
- Greater Lowell Vision Zero Plan (goal to eliminate traffic fatalities/serious injuries by 2050) and implementation work through a Greater Lowell Bicycle and Pedestrian Plan
- LRTA bus stop inventory improvements
- Regional digital equity planning
- Monthly convenings of town managers/city manager to address regional issues and regionalization opportunities

What’s Next (Upcoming Year)

Ms. Raitt outlined planned continued support:

- Support and public-facing materials/presentations for site plan review amendments through Town Meeting
- Continued assistance with next steps for the Master Plan, including pursuit of grants
- Assistance implementing Massachusetts Broadband Institute funding for Billerica’s digital equity program; noted Billerica was identified to lead on behalf of the region in collaboration with UMass Lowell, including device support for libraries and broader connectivity initiatives
- Project to update the Planning Board’s subdivision rules and regulations
- Development of a trail map booklet
- Continued work on At Home in Greater Lowell, including a toolkit, implementation strategies, and creation of a regional housing supply accelerator group
- Merrimack River Revive Project (comprehensive watershed study) to model flooding/water quality across the Lower Merrimack River watershed, produce public maps and reporting tools, and identify potential projects (e.g., culvert resiliency) and funding opportunities
- Continued assistance with Green Communities compliance and advancement of TIP-funded projects/programs

Ms. Raitt closed by thanking the Town for the opportunity and noted NMCOG is open to questions.

Board Questions / Comments

Member Favreau thanked NMCOG for the presentation and noted she participated in the Fair Housing Listening Session. She requested the LRTA jobs accessibility analysis referenced in the presentation; Ms. Lynema stated she would send it as a link.

Member Rosa thanked NMCOG and asked about assistance related to culvert maintenance/cleaning, including culverts on private property impacting downstream flooding. Ms. Raitt offered to follow up directly, connect Member Rosa with Megan Tenhoff (managing the Merrimack River Revive project), and explore available resources/funding options, especially if the issue is urgent.

Member Rosa also asked about promoting recent changes to allowed uses in the industrial zone (noting 51 use changes approved by Town Meeting and the AG), to attract businesses and reduce the residential tax burden. Ms. Raitt congratulated the Town and stated NMCOG could potentially support this through its comprehensive economic development work and the CEDS/SEDS committee participation, and would follow up on ways to support local economic development priorities.

Vice Chair Burrows thanked NMCOG and asked about incentives for ADUs, noting he is seeing more ADUs. Ms. Lynema explained ADU bylaw changes were to comply with state law and that ADUs can be expensive for homeowners (citing costs up to \$300,000–\$350,000 for detached units). In follow-up discussion, she noted an ADU cannot be sold separately from the single-family home and must remain under the same ownership. Ms. Raitt added that MassHousing is developing an ADU loan program anticipated to launch later in the spring, and the Commonwealth (EOHLC) is also exploring additional financial tools and plans to release a report later in the year regarding incentive/loan options for different income levels.

Secretary Darris-O'Connor thanked NMCOG for the presentation and their work.

Chair Pavidis thanked Ms. Raitt and Ms. Lynema for the informative annual report and closed the item.

18. Food Pantry Update-Sandra Giroux

Sandra Giroux provided an update on behalf of the Billerica Community Pantry and thanked the Town, Select Board, and residents for their continued support.

She reported that in 2025 the pantry served 702 unique families, assisting 14,740 individuals over the year. The pantry distributed 351,709 pounds of food (approximately 176 tons), equating to an estimated 261,000 meals, including over 30,000 meals in December alone. Of those served, 7,618 were adults, 3,096 seniors, 4,026 children, and 374 veterans. Family participation increased from 410 families in January 2025 to 524 families in December 2025.

Ms. Giroux noted the pantry operates entirely through volunteers, totaling 14,784 volunteer hours in 2025. She also thanked the Town for Community Grant funding that allowed the pantry to upgrade to heavy-duty metal shelving.

In response to a question from the Chair about current needs, Ms. Giroux stated the pantry posts a monthly “community ask” on social media and in stores. February’s request is pizza crust, March’s request will be jelly, and a butter drive is scheduled for March 7 to collect enough butter to distribute one pound to each family.

Member Favreau then raised a question to the Chair regarding “equal time” for individuals running for Town Clerk being placed on the agenda. Chair Pavidis responded that the current agenda item was an update on the food pantry and was not related. Member Favreau asked whether the Chair was aware of the equal time clause during town elections; Chair Pavidis stated she was aware.

The Board thanked Ms. Giroux for the update and for the pantry's ongoing service to the community.

Old Business

19. **Discussion and Vote to Award Community Funds Grant Applications** that are in compliance with the Select Boards policy. *Applications on File in the Select Board Office*

Motion:

Secretary Darris-O'Connor moved to approve the Community Fund Grant Applications and the grant award amounts as presented. The motion was seconded.

Vice Chair Burrows seconded the motion.

| | |
|------------------------|------------|
| Darris-O'Connor | Yea |
| Favreau | Yea |
| Burrows | Yea |
| Rosa | Yea |
| Pavidis | Yea |

Following the vote, Member Rosa suggested that the Board publicly announce the organizations receiving grants and their respective award amounts, and noted that the Board typically holds a future meeting to present checks publicly.

Chair Pavidis stated that due to the length of the agenda, the public announcement could be made at the next meeting and properly posted.

20. Discussion and Possible Vote-Town Center Gazebo update

Before discussion began, Chair Pavidis stated that she had spoken with Town Manager Chris Dillon late Friday. She noted that the Town Manager is currently on vacation and had requested to be present for this discussion. The Chair also referenced recent correspondence involving Town Counsel indicating additional information may be needed before proceeding with an update or vote.

Chair Pavidis stated she had decided to postpone the item in order to respect the Town Manager's request to participate in the discussion.

Member Favreau expressed concern that the postponement was raised during the meeting without prior communication and noted that the Building Inspector was present at her request to provide information, as the matter has been ongoing for over two years. She stated that the information should be shared.

Chair Pavidis responded that, given the length of time the matter has been pending, waiting another week would be reasonable in order to allow the Town Manager to be present.

The item was postponed.

New Business

21. Discussion-First Reading of Proposed New Policy: Contractor responsibility and Labor Law Compliance Policy

22. Discussion-First Reading of Rescission of Policy 48 (Lithium-Ion Battery Storage Moratorium Position)

23. Discussion-First Reading of Proposed Amendment to Select Board Policy: 22.32-(Entertainment License)

24. Discussion-First Reading of Proposed Amendment to Select Board Policy: Policy 3.1 (Appointments to Boards)

Member Favreau stated that two of the policy changes she submitted were merely scrivener's error corrections and did not warrant referral to a subcommittee, suggesting they could be approved that evening. Secretary Darris-O'Connor responded that, moving forward, all policy matters should be referred to the subcommittee to ensure a consistent and fair review process.

Member Favreau noted that no formal appointments to the subcommittee had yet been made and reiterated that the items were minimal in nature.

Chair Pavidis stated she would refer Items 21 through 24 to the Policies and Procedures Subcommittee and would make the subcommittee appointments during the week.

Motion:

Secretary Darris-O'Connor introduced New Business Items 21 through 24, regarding policy proposals. Noting the formation of a Policies and Procedures Subcommittee, he moved to refer Items 21 through 24 to the Policies and Procedures Subcommittee for review.

Vice Chair Burrows seconded the motion.

Darris-O'Connor Yea

Favreau No

Burrows Yea

Rosa Yea

Pavidis Yea

Motion passed (4-1)

25. Discussion and Possible vote: FY27 Grant Funding Opportunities

Member Favreau noted that her February 12 memorandum summarizing upcoming state grant opportunities had not been included in the agenda packet. She outlined several FY27 opportunities available through the EEA One Stop and One Stop for Growth programs, including MVP grants, EEA Planning Assistance, and the Mass Downtown Initiative Capital Grant. She stated the combined maximum potential funding across these programs could total up to \$18.7 million.

Motion:

Member Favreau moved to authorize the Town Manager to review the FY27 grant opportunities, including but not limited to the new EEA and MDI Capital Grants, and to submit Expressions of Interest (EOIs) on projects that could benefit the Town prior to the March 20 deadline.

Member Rosa seconded the motion.

Vice Chair Burrows asked exactly what the vote was for and Member Favreau stated it was for the Town Manger to review and submit EOI's before the deadline.

Darris-O'Connor No

Favreau Yea

Burrows No

Rosa Yea

Pavidis Yea

Motion passed (3-2)

Following the vote, Assistant Town Manager Anne-Marie Casey provided a detailed update, emphasizing that grant identification, tracking, and submission efforts have already been underway administratively. She explained that since stepping into her role, she has been actively coordinating interdepartmental grant management and oversight.

Ms. Casey reported that:

- An internal shared grant tracking system has been established, accessible to all department heads, to consolidate historical grant data and log current applications and activities.
- The Town has identified and tracked more than \$1.2 million in grant funding in calendar year 2024, and another \$1.2 million in calendar year 2025, noting the figures may not yet be fully complete.
- In early 2026, the Engineering Department submitted applications totaling just under \$2 million through the MassDOT Highway Division for culvert replacements, sidewalk construction, and intersection improvements.
- The administration is actively working within the federal HUD Disaster Recovery Grant Reporting (DRGR) system to secure \$1.5 million in congressional earmark funding.
- The Town is already reviewing the One Stop programs referenced in the motion, identifying potential eligible projects, and preparing to coordinate with state representatives to determine which funding streams (including MBTA Communities Catalyst and MassWorks Infrastructure) are most appropriate.

Ms. Casey emphasized that the administration has been proactively engaged in pursuing and managing grant opportunities and that this work is ongoing as part of regular municipal operations. She also noted that final One Stop applications are due June 3, with award notifications expected in October 2026.

Chair Pavidis thanked the Assistant Town Manager for the update.

26. Discussion-First Reading of Proposed New Policy: Automated License Plates Readers (ALPR's)

Secretary Darris-O'Connor stated he was introducing a proposal to:

- remove Automated License Plate Reader (ALPR) cameras currently installed on public ways in Billerica (including cameras installed and owned by Flock Safety), and
- prohibit future installation of these technologies.

He emphasized he was not requesting a vote that evening, and described the item as an introduction/first reading.

Secretary Darris-O'Connor explained his concerns focused on privacy and data retention, stating the cameras record license plates and related identifying information (vehicle make/model and other characteristics), along with date/time/location. He stated concern increases when data is stored rather than deleted immediately, and when multiple cameras exist across a road network, creating the ability to map travel patterns. He referenced concerns for survivors of domestic violence, stalking victims, and others whose location privacy is tied to personal safety. He also raised concerns about cybersecurity and referenced alleged security issues involving Flock. Secretary Darris-O'Connor stated he supported public safety and technology generally, but asserted there is limited evidence the technology prevents crime and that alternatives exist that do not involve broad data collection.

Attempt to Hear from Police – Initial Technical Issues

Chair Pavidis indicated Chief Frost was expected to participate to answer questions. There were initial audio/connection difficulties, and Vice Chair Burrows noted Sean Coffey was also on the call. The Chair attempted to engage Mr. Coffey, but he advised he had just joined and was behind.

Vice Chair Burrows suggested, as this was a first reading, Secretary Darris-O'Connor meet with Chief Frost and/or Sgt./Lt. Coffey and return with additional information at a future meeting. Secretary Darris-O'Connor stated he was willing to meet and/or continue the item to allow additional preparation.

Chief Frost – Presentation and Administrative Context

Chief Frost ultimately joined by phone, apologized for technical issues, and stated he had received notice of the agenda item late Thursday and was working to “play catch up.” He indicated he had not received questions in advance prior to the item being posted.

Chief Frost stated he was proud of the system implemented with Flock, and said it was implemented slowly and methodically in consultation with partners and legal counsel, emphasizing constitutional policing and Fourth Amendment compliance. He referenced that departmental policy is publicly available on the police department website and noted a memo was provided to the Board that day, prepared with Detective Lieutenant Coffey under a short timeframe.

Chief Frost summarized key points he stated were contained in the department’s materials:

- the program is for legitimate law enforcement/public safety purposes;
- governance/oversight includes access controls, data handling protocols, and audits;
- only trained, authorized personnel can access the system and access is auditable;
- the system is not issuing citations and is not using facial recognition;
- data is retained for 30 days and then purged unless evidentiary;
- the Town retains ownership of the data, and Flock does not sell/monetize Town data;
- data sharing is limited to authorized Massachusetts law enforcement agencies;
- he cited documented investigative value, including missing/endangered persons cases and other investigations;
- he stated cameras were funded through a Byrne Justice Assistance Grant and noted potential financial implications if decommissioned before the grant period ends.

Chief Frost stated he was available to return for additional questions and noted Detective Lieutenant Coffey was available as well.

Board Questions and Comments

Chair Pavidis thanked Chief Frost and reiterated this was a first reading of a proposed policy, and that the issue had received public attention.

Member Rosa thanked Chief Frost for the detailed information, referenced protections and policies in place, and compared privacy concerns to privately owned doorbell cameras. Member Rosa referenced the investigative impacts described in the materials and expressed support for the Police Department having tools that can expedite investigations where time is critical.

Chief Frost referenced a federal court decision he identified as *Schmidt v. City of Norfolk* and stated the court found the system at issue did not track the whole of a person’s movements. He also stated he anticipated future Massachusetts legislative action regarding LPRs, particularly around retention, and reiterated Billerica’s retention is 30 days.

Member Rosa asked about time savings and efficiency impacts. Chief Frost stated the technology functions as a “force multiplier,” helps act quickly on mobile situations, and reduces investigative time, while acknowledging the department could improve internal tracking of specific Flock usage across its own records systems.

Member Favreau thanked Chief Frost for the presentation and for providing the incident data on a short turnaround. She stated she understood the privacy concerns and said the information helped support an informed decision-making process. She noted that one potential benefit of the system could include proving someone is not responsible for an alleged incident and suggested tracking that as well.

Secretary Darris-O’Connor thanked Chief Frost and stated his primary concern was not local access, but broader access and the private vendor context. He asked about data sharing and whether Billerica was opted in/out. Chief Frost stated Billerica does not share data outside Massachusetts and shares only with Massachusetts law enforcement agencies, subject to approval and audit, estimating roughly around 100 agencies but stating he did not have the exact number. Secretary Darris-O’Connor expressed concern about controls at other agencies; Chief Frost stated Billerica remains in control of its data and can deny requests that are outside the scope of policy.

Secretary Darris-O’Connor further raised concern that data is collected on all vehicles and discussed the concept of limiting retention or only flagging “hot list” vehicles. Chief Frost disagreed with the characterization that residents are being “tracked,” explaining the system collects plates but the data is only reviewed for legitimate purposes. Chief Frost offered to bring in a Flock representative to address technical questions and disputed statements regarding hacking or livestream access.

Chair Direction / Next Steps

Chair Pavidis summarized that the discussion raised additional questions and stated that, given this was a first reading, she recommended further review and discussion with additional participants. She suggested that Chief Frost meet with Secretary Darris-O’Connor and include a Flock representative, and then return to the Board/committee before the next reading so questions can be answered. The Chair thanked Chief Frost and Secretary Darris-O’Connor and moved the meeting to the next agenda item.

27. Vote to update the designated domain “www.billerica.gov” with the Attorney General’s Office as the Town’s official notice posting method for all public bodies.

Member Favreau requested recognition and advised that, after reviewing the agenda materials, she believed the packet did not include the most recent Town Counsel opinion on the issue. She stated she had sent an updated opinion the prior week to be shared with the Board.

Member Favreau summarized the updated guidance as follows:

- If it is the Board/Town’s intent to use the Town website as the posting location for agendas, then an argument can be made that there is no impropriety occurring at this point.
- She indicated the Town is planning to revert back to the prior website/domain, and changing the domain registered with the AG’s Office now could create unnecessary administrative complications—especially if it would need to be changed again in a short period of time.

Chair Pavidis acknowledged the updated information and asked how Member Favreau proposed the motion be handled.

Member Favreau recommended not taking a vote at this time, and instead waiting until there is a confirmed date for conversion back to the prior website/domain, because submitting a change to the AG and then resubmitting another change shortly thereafter would “complicate things.”

Result: No vote was taken on Item 27; the matter was deferred based on the updated Town Counsel guidance and anticipated website/domain transition.

#28 Discussion and Vote: Complaint Against Secretary Daniel Darris-O’Connor

Chair Pavidis introduced Item 28 and stated that the agenda item had been placed at the request of Member Favreau concerning statements made by Secretary Daniel Darris-O’Connor during the February 9, 2026 Planning Board meeting. The Chair acknowledged that complaints involving Select Board members have arisen in the past and emphasized that the Board’s role was to address conduct in a procedural and orderly manner. The Chair limited initial remarks to five minutes per party.

Member Favreau – Formal Allegations and Motion

Member Favreau invoked a point of privilege and stated that the matter before the Board concerned the conduct of Secretary Darris-O’Connor and enforcement of the Town’s Code of Conduct. She stated that at the February 9 Planning Board meeting, Secretary Darris-O’Connor publicly criticized an elected Planning Board member while invoking his position as a Select Board member rather than speaking solely as a private resident.

Member Favreau further alleged that this incident was part of a broader pattern of misuse of office. She referenced alleged violations of multiple Massachusetts General Laws, including:

- MGL c. 40, §47 (custody and use of the Town seal)
- MGL c. 268, §35 (misuse of official insignia/authority)
- MGL c. 66 (public records law)
- MGL c. 214, §1B (right of privacy)
- MGL c. 268, §6A (falsification of public records or reports)
- MGL c. 55, §§13–17 (campaign finance provisions overseen by OCPF)

She asserted that the Board has a duty to enforce the Code of Conduct uniformly and consistently and stated that failure to do so would render the Code ineffective.

Member Favreau then made the following motion:

To retain a qualified third-party investigator to conduct a formal investigation into the conduct of Daniel Darris-O’Connor for abuse and misuse of his position, including but not limited to his outward attack on an elected Planning Board official on February 9, 2026, in order to eliminate any appearance of bias, determine the facts, and ensure accountability under the Code of Conduct.

Member Rosa seconded the motion.

Discussion on Motion to Retain Third-Party Investigator

Member Rosa requested the opportunity to speak on the motion and stated that outside investigations have been utilized previously involving other Select Board members. He noted that such reviews resulted in findings and, in prior cases, exonerations. Member Rosa stated that retaining an independent investigator would allow an impartial party to examine the allegations and provide recommendations, thereby promoting fairness, transparency, and due process.

Chair Pavidis called for a roll call vote on the motion

Darris-O'Connor **Nay**
Favreau **Yea**
Burrows **Nay**
Rosa **Yea**
Pavidis **Nay**
Motion failed (2-3)

Following the vote, Member Favreau expressed concern that failure to pursue an investigation undermines uniform enforcement of the Code of Conduct.

Secretary Darris-O'Connor-Response and Counter-Motion

Secretary Darris-O'Connor responded to the allegations. He stated that his remarks at the February 9 Planning Board meeting were delivered during the public comment portion of that meeting and were made in his capacity as a resident exercising his First Amendment rights. He stated that holding elected office does not negate constitutional protections of free speech. He further stated that he had consulted with Town Counsel regarding his ability to speak in that capacity.

Secretary Darris-O'Connor stated that he expressed a minority policy viewpoint and condemned conduct he believed to be inappropriate. He denied misuse of office and characterized his remarks as protected speech.

Secretary Darris-O'Connor then moved:

To deem the complaint frivolous, take no action, and consider the matter resolved.

No second was recorded

Additional Board Commentary

Vice Chair Burrows commented more broadly on the importance of decorum, adherence to procedure, and respect for the independence of other Town boards and committees. He expressed concern about Select Board members attending other board meetings in ways that may create disruption and emphasized following established administrative channels.

Chair Pavidis reiterated that the Select Board should maintain professionalism and focus on governance responsibilities. She stated that the matter had been addressed through discussion and vote and directed the Board to proceed to the meeting schedule and adjournment.

Meeting Schedule

March 2, 2064 and March 16, 2026

Adjournment

Secretary Darris-O'Connor moved to adjourn at 9:04 PM
Member Rosa Seconded.

Darris-O'Connor **Yea**

| | |
|----------------|------------|
| Favreau | Yea |
| Burrows | Yea |
| Rosa | Yea |
| Pavidis | Yea |

Minutes prepared by Kerri Rufo on _____

February 23, 2026 Select Board Minutes approved at the _____ Select Board Meeting

Sent to Member Rosa , Member Favreau, Vice Chair Burrows on 03/09/26



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John J. Burrows, *Vice Chair*
Daniel R. Darris-O'Connor, *Secretary*
Michael S. Rosa, *Member*
Dina M. Favreau, *Member*

<https://us02web.zoom.us/j/83477138002>

phone 1 929 205 6099

BILLERICA SELECT BOARD AGENDA
MARCH 2, 2026 @ 5:00 PM
THOMAS CONWAY HEARING ROOM #205 AND HYBRID VIA ZOOM

Select Board- Chair Jillian Pavidis, Vice Chair John Burrows, Secretary Daniel Darris-O'Connor, Member Michael Rosa, Member Dina Favreau

Staff: Town Manager Chris Dillon, Assistant Town Manager Anne Marie Casey, Confidential Executive Assistant Kerri Rufo

Call to Order

Chair Pavidis called the meeting to order at 5:00 PM

Pledge of allegiance

Chair Pavidis-The Board will now enter Executive Session pursuant to Massachusetts General Laws Chapter 30A, Section 21(a)(3), to discuss strategy with respect to litigation if an open meeting may have a detrimental effect on the litigating position of the public body and the Chair so declares, specifically: Town of Billerica v. Community Care Collective, Inc., C.A. No. 2481CV003312, Middlesex Superior Court.

An open meeting may have a detrimental effect on the litigating position of the public body.
The Select Board will return to open session after Executive Session

MOTION TO ENTER EXECUTIVE SESSION

Motion:

Secretary Darris-O'Connor moved that the Select Board enter Executive Session pursuant to M.G.L. c. 30A §21(a)(3), as stated, to discuss strategy with respect to litigation in the matter of Town of Billerica v. Community Care Collective, Inc., C.A. No. 2481CV003312, Middlesex Superior Court, and that the Board will return to open session.

Second: Member Rosa

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| Burrows | Yea |
| Favreau | Yea |
| Rosa | Yea |
| Darris-O'Connor | Yea |
| Pavidis | Yea |

Record time entered Executive Session: 5:02 PM

1. Return to Open Session

Chair Pavidis:

The Board has returned to open session at 6:00 PM.

Moment of Silence 6:02 PM

The Chair asked those present to observe a moment of silence in memory of Karin Griswold, a Special Education teacher at Parker Elementary School, who recently passed away after a long battle with cancer. The Board and those in attendance observed a moment of silence in her honor.

Open Microphone 6:03 PM

Barbara Reidy thanked the Department of Public Works and the Town's snowplow drivers for their work during the 2026 blizzard. She specifically acknowledged the operator clearing sidewalks along Bridal Road and expressed appreciation to DPW Director Fred and his team for maintaining safe sidewalks for children waiting for school buses.

Ms. Reidy asked several questions regarding the Town's current fiscal year budget, including whether any revenues were expected to fall short of projections and whether any expenses were anticipated to exceed the approved budget. She asked what factors may be contributing to potential overruns, whether those expenses could have been avoided, and what steps are being taken to control spending. She also asked if there were any budget concerns or surprises residents should be aware of regarding either the school department or the Town budget.

Ms. Reidy additionally asked whether elected officials were using Town Counsel for personal legal matters and whether taxpayer funds were being used for those services. She requested clarification on how legal expenses are monitored and stated she intends to submit a public records request regarding legal expenses.

Christopher Tribou, 13 Bridal Road, commented on the Flock camera system. He stated concerns about data security, noting that any stored data could potentially be accessed by unauthorized individuals. He also expressed concerns regarding public access to data collected on public streets and the potential for information such as vehicle routes or personal information to become available through public records requests. Mr. Tribou stated he trusted local officials but expressed concern about potential federal access to such data and urged caution regarding the use of the technology.

Sandra Giroux, 5 Susan Drive, Director of Outreach for the Billerica Community Pantry, announced a community butter drive scheduled for Saturday, March 7 from 9:00 AM to 12:00 PM at 11 Concord Road. She stated the goal is to collect 550 pounds of butter for the pantry and invited residents and officials to participate. She also invited Town officials to visit the facility to view recent upgrades.

Herve Abrams, 10 Holt Street, spoke as a resident regarding Town policies related to federal enforcement activities within communities. He expressed concern about actions by federal agencies such as ICE and Border Patrol occurring in local communities and the potential impacts on residents, property, and schools. Mr. Abrams asked whether the Town has policies in place to address such situations and suggested that procedures should exist to ensure the protection of residents, property, and public safety if federal activity occurs locally. He also reiterated concerns about Flock camera data being accessible to outside agencies.

George Similaris, 38 Andover Road, commented on improvements to the Town Center and stated his support for preserving the rotary as a traffic calming measure. He expressed concern about a potential left-turn movement from River Street toward Lowell Street North and cautioned about possible unintended traffic impacts. Mr. Similaris also emphasized the importance of sidewalk improvements, curbing, lighting, and speed control in the Town Center. He noted that a 30-mph speed limit sign approaching the center had been removed and suggested it be replaced. Mr. Similaris also commented on the Town Common gazebo, suggesting that a lower-stage area may better accommodate musical performances and provide improved visibility for audiences.

Zoom Public Comment

Shannon Jenkins, 18 Coach Road, spoke in support of continuing the Town's efforts to expand municipal sewer service to the remaining 13% of properties currently on septic systems. She stated that homes connected to municipal sewer are

generally more desirable to buyers and may maintain stronger property values. Ms. Jenkins also noted that many buyers prefer sewer-connected homes due to predictability and reduced perceived risk. She stated that completing the sewer expansion would support long-term planning, environmental protection, and fairness to residents who have already contributed to prior sewer expansion efforts.

Diana Saunders spoke in support of extending sewer service to areas that remain unserved. She stated that Town Meeting previously approved sewer expansion in 2018 and expressed concern that the project has not yet been completed. Ms. Saunders stated that some areas experience flooding and that residents have been waiting for sewer infrastructure for several years. She urged the Board to move forward with completing the project.

Margaret St. John spoke in opposition to making sewer service mandatory across the entire Town. She stated that extending sewer infrastructure to small roads with only a few homes could be costly and may not be cost-effective for taxpayers. She also expressed concerns about the use of Flock camera systems, stating she believes the technology is vulnerable to security risks and that private companies should not maintain such data.

Announcements 6:23 PM

2. Vacancies on Boards and Committees
3. All other announcements may be viewed on the Town of Billerica website

Consent 6:24 PM

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|-----|----------|------------------|----------|-----|-------------------|-----------------------|
| 6. | 002-2026 | High Octane H.D. | 03/21/26 | Sat | 11:00 AM-04:00 PM | 1 Day Alcohol License |
| 7. | 003-2026 | High Octane H.D. | 03/31/26 | Tue | 06:00 PM-09:00 PM | 1 Day Alcohol License |
| 8. | 004-2026 | High Octane H.D. | 04/30/26 | Thu | 06:00 PM-09:00 PM | 1 Day Alcohol License |
| 9. | 005-2026 | High Octane H.D. | 07/04/26 | Sat | 11:00 AM-04:00 PM | 1 Day Alcohol License |
| 10. | 006-2026 | High Octane H.D. | 10/30/26 | Fri | 05:00 PM-08:00 PM | 1 Day Alcohol License |
| 11. | 007-2026 | High Octane H.D. | 11/28/26 | Sat | 05:00 PM-08:00 PM | 1 Day Alcohol License |
| 12. | 008-2026 | High Octane H.D. | 12/11/26 | Fri | 05:00 PM-08:00 PM | 1 Day Alcohol License |
| 13. | 009-2026 | High Octane H.D. | 12/18/26 | Fri | 05:00 PM-08:00 PM | 1 Day Alcohol License |
| 14. | 010-2026 | High Octane H.D. | 12/31/26 | Thu | 12:00 PM-03:00 PM | 1 Day Alcohol License |

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| <u>15.</u> | Approved Community Funds Grant Awards (Corrected amounts as presented in revised memo to Select Board |
| <u>16.</u> | Appointment to Conservation Commission-Laura DaCruz-to fill a term expiring June 30, 2027 |

Motion:

Secretary Darris-O'Connor moved to approve the consent agenda as presented
Member Rosa seconded the motion

During discussion on the motion, Member Favreau expressed concerns regarding the use of the Consent Agenda and noted that, at the previous meeting, a set of meeting minutes included in the packet appeared incomplete. She stated that the packet contained only two pages of the minutes rather than the full document. She stated that the board only voted to approve the pages in the packet and believe that should be brought back to be corrected.

Confidential Executive Assistant Kerri Rufo explained that the minutes had previously been reviewed by the designated Select Board members and that the omission of pages in the packet appeared to be an administrative copying or uploading error.

Following discussion, the Board proceeded with the motion.

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| Burrows | Yea |
| Favreau | Yea |
| Rosa | Yea |
| Darris-O'Connor | Yea |
| Pavidis | Yea |

Public Hearings 6:25 PM

17. Continued-National Grid/Verizon-WO# 31235419-(French St)Petition to install one (1) joint utility pole on French Street near Middlesex Turnpike, pursuant to *M.G.L. c. 166, §§ 21 and 22. Select Board Policies 42.0-This will be continued to the 03/16/26 Select Board meeting*

Motion:

Secretary Darris-O'Connor moved to continue the NGRID public hearing WO# 31235419 to 03/16/26 Select Board meeting.

Second: Member Rosa

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| Burrows | Yea |
| Favreau | Yea |
| Rosa | Yea |
| Darris-O'Connor | Yea |
| Pavidis | Yea |

New Business (Quick Items)-Item Taken out of order 6:26 PM

18. Class II License-Atlas Auto Sales 741 Boston Road-Attorney Dangora Jr.
The proposed transfer of licensed premises consists of a parcel containing approximately 39,759 square feet, with a small office building, garage, and paved area, located within a General Business Zone.
M.G.L. Chapter 140, § 2

Motion:

Secretary Darris-O'Connor moved to approve the class II License for Atlas Auto as presented and to add the conditions from the ZBA

Second: Member Rosa

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| Burrows | Yea |
| Favreau | Yea |
| Rosa | Yea |
| Darris-O'Connor | Yea |
| Pavidis | Yea |

Presentation

19. Sewer Survey Presentation-Discussion and Possible Vote-Presented by Fred Russell, DPW Director 6:28 PM

The Department of Public Works presented the results of the Sewer Expansion Program Survey conducted at the request of the Select Board

The survey was sent to 1,339 properties without sewer access, and 458 responses were received (approximately 34%) Of those surveyed, 305 indicated they would connect if sewer were made available, 153 indicated they would not, and 881 did not respond

DPW reviewed rising sewer expansion costs, declining connection rates in recent contracts, approximately \$233,000 in lost sewer revenue from non-connected properties in sewer areas, and the absence of an enforcement mechanism to require connection

Discussion

Member Favreau thanked DPW for the presentation and stated she rewatched the prior year's meeting for context. She recalled that the Board previously voted to conduct the survey and return with a plan based on the results. She noted the survey showed approximately 23% indicating interest in connecting, but the packet materials did not identify which sewer contracts the responses fell under. DPW staff explained the survey covered the remaining non-sewered parcels across multiple contract areas (including references to Contracts 37 and 38) and stated they could provide a breakdown by contract if requested.

Member Favreau also noted the overall response rate was approximately 34% and asked what efforts were made to encourage participation, including whether the survey was advertised on the Town website or social media. DPW staff stated the Town mailed a questionnaire to each eligible household and offered multiple response options (mail/manual, website, and phone) but did not post the survey publicly to avoid responses from residents outside the affected areas.

Member Favreau asked if the recommendation was to not move forward with sewer expansion at this time. The DPW Director stated his recommendation was to focus on improving the existing sewer infrastructure, including addressing inflow and infiltration (I&I), and to revisit expansion in future years. Member Favreau expressed concern for residents who have waited 25–30 years for sewer and asked what the plan would be for them. DPW staff discussed limitations on using public funds for private systems but noted the potential for low-interest loan/betterment approaches similar to prior projects.

Member Rosa asked for clarification regarding Contract 37 and noted prior public comment about Town Meeting; DPW confirmed that a prior authorization was found to be significantly underfunded, which contributed to the project stalling. Member Rosa stated the Board could “walk and chew gum at the same time” by continuing I&I/infrastructure work while also exploring options for residents seeking sewer service. Member Rosa referenced tools such as the Sewer Betterment By-Law and potential “loose ends” projects to address areas that could now be tied into the system. Member Rosa also restated the prior motion authorizing the survey to the remaining parcels and emphasized the survey results may help identify “hot spots” where interest is highest.

Member Rosa and the DPW Director discussed the age of sewer infrastructure, including older pipe materials and failures. The DPW Director explained that older pipes can develop fractures and leaking joints that contribute to I&I, and that ongoing flow-meter work helps identify problem areas. DPW staff stated the sewer priority list had previously been reprioritized using Board of Health and environmental sensitivity data, and that survey results could serve as an additional data point.

Secretary Darris-O'Connor stated that, from a strict financial perspective, the numbers did not support full sewer expansion at this time and emphasized prioritizing repairs to existing infrastructure. He also discussed the concern that residents without sewer service subsidize the system through taxes and stated the Town should evaluate shifting sewer costs appropriately through enterprise funding/rates. DPW staff stated the survey focused on whether residents would connect if sewer were available and included estimated homeowner connection costs based on contractor input.

Vice Chair Burrows discussed the high per-parcel cost estimates associated with some contract areas and expressed support for focusing on maintaining and upgrading existing pump stations and infrastructure. He also asked whether the survey included properties that already have sewer available but have not connected; DPW staff stated the survey was sent to parcels without sewer, but that revenue estimates had been calculated for properties with sewer available that have not connected, with DPW referencing uncollected revenue based on water billing/use.

Member Rosa raised a concern regarding requiring sewer connection in connection with building permits and asked under what authority that was occurring. The DPW Director referenced the bylaw requiring connection where sewer is available.

Member Rosa stated the Board may need to reevaluate how that authority is implemented, particularly where a property has a fully functioning Title V system.

Chair Pavidis stated support for the recommendation to focus on existing infrastructure and I&I work, while also exploring options (including the sewer betterment bylaw or other approaches) for identified hot spots and long-waiting neighborhoods, and described delaying full expansion rather than abandoning it.

Public Comment (during Item #19)

Bill Hadley (Precinct 5 resident; former Lexington DPW/W&S superintendent and DPW Director) stated he completed the survey and wants to connect to sewer. He expressed understanding that both expansion and infrastructure maintenance may not be feasible simultaneously, supported prioritizing infrastructure maintenance and I&I reduction, and urged the Board to consider residents in Project/Contract 37 and other non-sewered areas if the project is paused. He suggested exploring phasing/segmenting Project 37 to provide progress and hope.

Mark Efstratiou (Dudley Road; Sewer Contract 38) stated the survey included sewer cost/financing concerns but did not include comparable information on the cost to maintain/repair/replace septic systems. He suggested the survey could have been improved and that higher participation should be sought before decisions are made.

Raymond Burnett (39 Marshbrook Road) stated the survey may have discouraged “yes” responses and described long-standing impacts from Town work in his yard related to sewer investigations/borings. He requested that the Town consider alternative methods or assistance for residents along the Shawsheen River area if sewer expansion does not proceed, noting flooding concerns and septic system challenges.

The Board generally expressed support for the DPW Director’s recommendation to delay further sewer expansion projects and instead focus on improvements to the existing sewer infrastructure, including inflow and infiltration (I&I) work.

20. Town Center Presentation Discussion and Possible Vote-Fred Russell, DPW Director 7:13 PM

The Select Board received a presentation regarding the proposed Town Center Traffic Signal Upgrades and Pedestrian Safety Improvements by the DPW Director Fred Russell

The project, developed within the approved budget of approximately \$3.6 million, includes roadway and sidewalk reconstruction, new and upgraded traffic signals, protected pedestrian crossings, new HAWK pedestrian signals, a protected left-turn phase at River Street, and related safety enhancements

The estimated construction cost is approximately \$3.6 million, with optional ornamental signal and street lighting upgrades identified as additional costs.

Discussion

Secretary Darris-O’Connor stated that improvements to the center are needed, noting that while surrounding roads have recently been upgraded, the center area remains disorganized. He emphasized the importance of ensuring that any improvements made now can be built upon in the future without requiring major reconstruction. The DPW Director explained that certain decorative elements, such as ornamental lighting, would need to be decided now if included, while other elements like decorative street lighting or brick bands could potentially be added later, though at a higher cost. The Secretary also emphasized that safety should remain the primary priority, including pedestrian, bicycle, and driver safety, and that design decisions should be guided by engineering data and safety considerations. He also noted that aesthetic improvements are important for enhancing the appearance of the town center.

Member Rosa stated that the proposal reflects many of the improvements discussed by the Board two years earlier, including coordinated traffic signals, improved traffic flow, protected crosswalks, and improved pedestrian safety. He expressed support for moving forward with the improvements using the funds already allocated Town but indicated he would not support the additional \$1.3 million for expanded decorative features at this time, given the Town’s upcoming budget

considerations. He stated that if additional funding sources were identified, such as Chapter 90 funds or project savings, the Board could consider adding certain enhancements.

Member Favreau thanked staff for the presentation and raised concerns about accessibility at existing brick crosswalks near the Common, noting that the uneven surface can make travel difficult for manual wheelchairs. She stated she supports maintaining consistent design elements in the center, particularly with respect to traffic signal lighting, but agreed that the larger ornamental lighting proposal may not be financially feasible at this time. She indicated support for exploring the approximately \$300,000 option for mast arm traffic lighting.

Vice Chair Burrows commented on aspects of the design, including tree plantings and traffic flow, and suggested moving the stop line back at the Cummings intersection to improve truck turning and reduce congestion.

Chair Pavidis expressed support for the proposed improvements and particularly for enhanced pedestrian crossing features, while noting that the full ornamental lighting proposal may not be affordable at this time. The Chair stated that exploring a smaller decorative option, if funding becomes available, could be considered.

Motion 1:

The Secretary moved to direct the Town Manager to move forward with the Billerica Center improvement plan as presented for the \$3.6 million project.

Second: Member Favreau

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| Burrows | Yea |
| Favreau | Yea |
| Rosa | Yea |
| Darris-O'Connor | Yea |
| Pavidis | Yea |

Motion 2:

Member Favreau moved to direct the Town Manager, through the DPW, to investigate funding options for approximately \$300,000 for mast arm traffic lighting improvements.

Second: Member Rosa.

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| Burrows | Yea |
| Favreau | Yea |
| Rosa | Yea |
| Darris-O'Connor | Yea |
| Pavidis | Yea |

21. Charnstaffe Lane Options Presentation-Discussion and Possible Vote-Kelly Conway-Town Engineer 7:37 PM

The Department of Public Works presented options for converting Charnstaffe Lane from one-way to two-way traffic, as requested by the Select Board.

The conceptual design includes widening the roadway to two travel lanes, installing a new traffic signal at Concord Road and Kenmar Drive, and modifying the existing state-owned signal at Boston Road.

Two potential project paths were outlined: a Town-funded (local) project and a State TIP (state/federal-funded) project

The Town project would involve a narrower roadway with one sidewalk and a shorter timeline, while the TIP project would include sidewalks on both sides, bicycle-compatible shoulders, and eligibility for state/federal funding, but with a larger footprint and longer timeline

Conceptual cost estimates were reviewed. The total projected cost for the Town project is approximately \$3.3 million, fully Town-funded. The TIP project is estimated at approximately \$4.75 million, with approximately \$1.15 million in Town funds required if state/federal funding is secured

Secretary Darris-O'Connor asked when the request for this review was made and what specifically identified Charnstaffe Lane as a roadway of concern. Kelley explained the original intent was to reduce traffic through the Town Center. The Secretary noted a prior study (Beta Group) had been done in the past (referenced around the Town Center project era), and Kelley confirmed that earlier review was not advanced at the time.

Kelley summarized key findings from the earlier BETA analysis and the current traffic context, including that the project would require land/easement impacts under both scenarios, utility pole relocation, and earlier cost estimates (approximately \$2.1 million at that time). She also noted the prior analysis suggested peak-hour traffic reduction, but that overall traffic delays could outweigh time saved.

Kelley provided current traffic estimates and explained that under a two-way Charnstaffe scenario, approximately 117 vehicles in the AM peak hour and 136 vehicles in the PM peak hour would divert from the Town Center, about 4% of total peak-hour Town Center traffic (2,803 vehicles/hour AM; 3,130 vehicles/hour PM). Kelley stated that, in her professional opinion, 4% is not a significant reduction (noting that something closer to 10% would be more meaningful), though it would remove some traffic from the center.

The Secretary stated that based on the limited traffic reduction, the return on investment did not appear compelling and suggested Town resources may be better prioritized elsewhere; while acknowledging it was still worthwhile to review the concept.

Member Rosa noted the original goal was similar to other circulation concepts (such as improving movements to reduce traffic circulation around the Common). He cautioned that while the diversion estimate is about 4% now, future growth (including additional housing units and development) could increase traffic volumes and the potential benefit. Rosa questioned the cost assumptions specifically a line item for \$150,000 in "land acquisition" "given existing right-of-way layouts. Kelley clarified that the impacts shown were primarily easements (including temporary/construction easements), including impacts near TD Bank and along the corridor, and acknowledged the slide should have been labeled easements, not land acquisition. Rosa raised the importance of determining whether any features (including TD Bank area improvements) are encroaching within the layout, which could affect responsibility for modifications.

Member Favreau shared personal historical context from living near the area when Charnstaffe was two-way and recalled traffic backing up on the hill. She stated she did not have a firm position and felt additional information was needed. Favreau asked whether state authorization would be required for changes near Boston Road; Kelley confirmed that because Boston Road is a state roadway, a state highway access permit and state approval for signal changes would be required for a Town-led project (and would be part of the TIP review if pursued through TIP).

Vice Chair Burrows thanked Kelley and stated the project should be added to a future "to-do" list but expressed concern with the high cost and timing, indicating it was not something to advance immediately.

The Board discussed submitting the concept for consideration through the TIP process as a longer-term option (noting TIP timelines are typically several years). Kelley indicated the Town could submit it for TIP consideration (not guaranteed) and that it could be reviewed on a quarterly basis.

Motion:

Member Rosa moved to authorize the Town Manager to submit the Charnstaffe Lane project for consideration on the TIP.

Second: Member

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| Burrows | Nay |
| Favreau | Yea |
| Rosa | Yea |
| Darris-O'Connor | Nay |
| Pavidis | Nay |

Motion failed

The board skipped to Item #29

Old Business

22. Town Managers Report 8:12 PM

FY27 Budget:

The Town Manager reported that the proposed FY27 budget has been distributed electronically, with paper copies to follow. The proposal reflects an approximate 7% overall increase. It was noted that the increase is largely driven by previously approved obligations and cost factors outside the Town's control, including an 18.3% increase in health insurance. The Town plans to utilize additional funds from the Debt Stabilization Fund at Fall Town Meeting to reduce the impact on the tax levy, lowering the projected levy increase to approximately 5.7%. Future efforts will include reviewing healthcare costs and exploring development strategies to broaden the tax base.

Parker Street Restricted Access:

Following the Board's confirmed vote establishing restricted access hours (7:45–8:45 AM and 2:15–3:15 PM), notice was published as required by law. Installation of signage was delayed due to weather but is scheduled for the week of March 2.

Town Center Gazebo:

The Town Manager reviewed the status of the Town Center Gazebo. The Select Board previously selected a design concept to lower the structure and add a ramp; however, informal feedback from the Historic District Commission was not favorable. The Building Commissioner has advised that the structure is in significant disrepair. Town Counsel confirmed that any alterations within the Historic District require appropriate approval from the Historic District Commission before proceeding.

Department of Public Works:

- The Boston Road / Good Street traffic signals are now fully operational.
- Updated 30 MPH signage on Allen Road will include installation of two new signs and replacement of two existing signs.

Planning & Economic Development:

- A Small Business Administration event for manufacturers is scheduled for May 13.
- Billerica Restaurant Week is being organized, with details forthcoming.

Community News:

- The 250th Committee has begun planning for July 4th celebrations, tentatively scheduled for July 2 at Vietnam Veterans Park.
- The Town has ordered 400 red maple seedlings for the annual Arbor Day giveaway in late April.

Recreation Department:

- Spring program registration opens March 4.
- Summer program registration opens March 18 (programs available online beginning March 11).

No questions or comments from the Select Board

23. Town Center Gazebo update Discussion and Possible Vote-8:15 PM

Member Favreau provided an update on the Town Center Gazebo and stated she had conducted due diligence by speaking with Town Counsel and relevant department heads. She explained that any repairs or modifications to the gazebo would require submission of one of three applications to the Historic District Commission (HDC): a major change, minor change, or exemption. She also noted that members of the HDC could not attend the meeting to advise the Board because doing so could require them to recuse themselves from reviewing any future application.

Building Commissioner Mark Lalumiere explained that the gazebo is currently unsafe for public use and noted that feedback from residents has generally supported making the structure accessible and usable, potentially by lowering the structure to eliminate the need for an extensive ramp system. He stated that the structure is also historically significant and that direction from the Select Board is needed on how the Town should proceed.

Vice Chair Burrows asked about the condition of the structure and whether it would normally be required to be removed if it were on private property. Lalumiere responded that the gazebo would typically be considered unsafe and subject to removal but acknowledged its historical significance on the Common. He also noted that similar concerns were raised in 1967, when the structure was considered for demolition but ultimately rebuilt, and again in 1996, when it was reconstructed as an ornamental structure. Lalumiere stated that a complaint filed in 1996 regarding accessibility meant the structure technically should not have been used since that time.

Member Favreau explained that the Select Board has care, custody, and control of the Common under Town bylaws, but that any changes must still be reviewed by the HDC. She emphasized the importance of working collaboratively with the HDC and stated that resident feedback should be gathered before deciding how to proceed.

Member Rosa stated that the gazebo is an iconic feature of the Town Common and emphasized the importance of preserving it as a historical focal point. He expressed openness to obtaining community input before determining whether the structure should remain primarily decorative or be modified for accessibility.

The Board discussed the importance of obtaining **public input** on the future of the gazebo before submitting an application to the HDC.

Motion:

Member Favreau moved to direct the Town Manager to coordinate with appropriate departments to conduct a public listening survey to solicit community input regarding repairs to the Town Common Gazebo. The survey will seek feedback on:

- 1. Retaining the gazebo as a decorative feature with necessary repairs (minor change application to the HDC), or**
- 2. Implementing modifications to allow public access and ADA compliance (major change application to the HDC).**

The motion further directed that, based on survey results, the Town Manager, through the Building Department, submit the appropriate application and repair plan to the HDC within 60 days.

Second: Member Rosa

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| Burrows | Yea |
| Favreau | Yea |
| Rosa | Yea |
| Darris-O'Connor | Yea |
| Pavidis | Yea |

24. Public School Evaluation Update-Discussion and Possible Vote-Kelley Conway, Town Engineer-8:25 PM

Town Engineer Kelley Conway provided an update to the Public-School Evaluation Report (dated January 2025). She explained that she updated the report's summary tables and color-coded items to show what is completed, in progress, and what is under the responsibility of the School Department. Conway noted the School Department has made progress and intends to complete additional work. She also highlighted that the report includes sidewalk needs in the Parker Street neighborhood, identified as a medium priority improvement, and stated she was seeking direction from the Board on how to proceed.

Conway explained that if the Town advances Parker Street sidewalk improvements, she recommended a phased approach, beginning with a full neighborhood land/right-of-way survey (Year 1) because right-of-way width varies throughout the neighborhood and would be needed for accurate planning and construction phasing.

Member Favreau stated she was pleased to see 15 projects identified under the Safe Routes to School program. She asked about a timeline for Boston Road sidewalks (Bridge Street to Trouble Cove Plaza) due to observed pedestrian safety concerns during storms. Conway responded that there is no timeline, that it is currently only an idea, and because Boston Road is under MassDOT jurisdiction, it would likely need to proceed through a TIP project. Conway also noted MassDOT has recently performed paving/overlay work in that corridor, which could affect feasibility/timing for TIP prioritization. Favreau also noted she was glad to see Pollard Street (Salem Road to Call Street) included and anticipated that work occurring this year.

The Board discussed what direction Conway was seeking, and she clarified it was specifically whether the Board wanted to prioritize Parker Street and approve the proposed survey-first, phased construction approach. Favreau noted that Parker Street is medium priority and stated that while Parker Street should continue moving forward, the Town should also keep focus on higher priority areas first, especially considering financing and other townwide needs. The Chair agreed and added that Parker Street neighborhood conditions and impacts (including concerns about sidewalk placement and neighborhood constraints) require more research and consideration.

Member Rosa agreed that high-priority items should be advanced but emphasized the Parker Street neighborhood had been significantly impacted by prior traffic pattern changes and stated that the primary priority is getting children out of the roadway. He questioned whether the proposed phasing included full roadway reconstruction or overlays in addition to sidewalks and asked for clarification on the cost of sidewalks alone. Conway estimated sidewalks alone would be about \$220,000 plus a 25% contingency, but she advised against doing sidewalks without roadway work because adding curbing/berms without reshaping the road could create drainage and puddling issues; she stated the estimate assumed mill and overlay so the roadway can be reshaped. Conway reiterated that completing the survey first is important and that a deliverable would likely take 60–90 days, noting the current year’s paving program was already scheduled and budgets were largely committed.

Vice Chair Burrows asked about prior Town Meeting action from years ago regarding sidewalks/funding in the Parker Street area and what happened to those funds. Conway said she recalled the issue generally from earlier administrations but did not believe it resulted in completed work and believed money may have been spent elsewhere. Burrows cautioned against “jumping the line” ahead of other high-impact areas, while acknowledging Parker Street concerns and noting that recent traffic control measures/signage were a good start.

Conway asked whether the Board wanted to move forward with Parker Street planning and whether the Board intended to move Parker Street up in priority or keep the list as presented.

Motion 1: (keeping list priorities as presented)

Member Rosa moved to keep the priority list as presented

Second: Member Favreau

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| Burrows | Yea |
| Favreau | Yea |
| Rosa | Yea |
| Darris-O’Connor | Yea |
| Pavidis | Yea |

Motion 2: (Parker Street planning – surveys + phased approach)

Member Rosa moved to direct the Engineering Department and DPW to proceed with the Parker Street work as presented, including surveys and the phased approach.

Second: Member Favreau

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| Burrows | Yea |
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| Favreau | Yea |
| Rosa | Yea |
| Darris-O'Connor | Yea |
| Pavidis | Yea |

25. **Sidewalk easement-331 Treble Cove Road-to accept the grant of easement-8:47 PM**

The Select Board considered a request from the Department of Public Works to accept a Grant of Easement from Lantheus MI Real Estate, LLC for a portion of 331 Treble Cove Road.

Construction of sidewalks along the property frontage was a requirement of the Planning Board’s Site Plan Special Permit for Lantheus Building 110, and portions of the sidewalk were constructed on private property

The proposed easement grants the Town a non-exclusive right to maintain, repair, and replace the sidewalk within two designated easement areas.

Motion:

Secretary Darris-O'Connor moved to accept the Grant of Easement from Lantheus MI Real Estate, LLC over a portion of 331 Treble Cove Road, Billerica, for the purposes of maintaining, repairing, and replacing a sidewalk on such terms and conditions specified in the easement deed, and to authorize the Town Manager to cause the recording of such easement deed in the registry of deeds.

Second: Member Rosa

| | |
|-----------------|-----|
| Burrows | Yea |
| Favreau | Yea |
| Rosa | Yea |
| Darris-O'Connor | Yea |
| Pavidis | Yea |

26. **Sewer easement-Brown Street Force Main-Vote to adopt order of taking-8:46 PM**

Item Taken out of order

DPW requested that the Select Board adopt an Order of Taking for a permanent sewer easement at 217 Pond Street to allow construction and long-term access for the Brown Street Force Main Rehabilitation/Replacement Project.

The easement provides the Town the right to construct, inspect, maintain, repair, replace, and access underground sanitary sewer infrastructure and related appurtenances.

Damages in the amount of \$1,000 are awarded to the property owner in accordance with M.G.L. Chapter 79. No betterments are to be assessed.

Motion:

Secretary Darris-O'Connor moved to adopt the order of taking presented to the Board on this date for the purpose of acquiring interests in certain lands abutting Pond Street as set forth in the order to allow the Town to carry out the Brown Street Force Main Rehabilitation/Replacement Project, to award damages for such taking in the amounts and to the persons as set forth in the Schedule A attached to the order, and to award damages in the amounts listed in any fully executed waiver of appraisal and eminent domain release by such persons listed in Schedule A.

Second: Member Favreau

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|---------|-----|
| Burrows | Yea |
| Favreau | Yea |
| Rosa | Yea |

| | |
|-----------------|-----|
| Darris-O'Connor | Yea |
| Pavidis | Yea |

27. Vote to update the designated domain www.billerica.gov with the Attorney General Office as the Towns Official notice posting method for all the public bodies-8:48 PM

The Select Board considered a vote to formally designate www.billerica.gov as the Town’s official method of posting public meeting notices with the Attorney General’s Office

The Attorney General’s Office previously listed the Town’s municipal website as the official posting method; however, that designation was made in error through administrative correspondence and requires formal authorization by the Town’s Chief Executive Officer under 940 CMR 29.00 (Open Meeting Law regulations)

Under Massachusetts General Laws, the Select Board serves as the Chief Executive Officer for the Town
This vote provides the formal action required to officially designate billerica.gov as the Town’s public notice posting website. The domain name will remain unchanged.

During discussion, Member Favreau asked the Assistant Town Manager for clarification regarding the Town’s website domain. She referenced the memo provided and asked whether the Town would continue using billerica.gov even though the Town is returning to its previous website platform.

Assistant Town Manager Ann Marie Casey explained that the Town owns the billerica.gov domain, and the website will be configured so that the URL directs traffic to billerica.gov rather than billerica.town. Member Favreau acknowledged the explanation and thanked her for the clarification.

Motion:

Secretary Darris-O’Connor moved to designate www.billerica.gov as the Town’s official public meeting notice posting website with the Attorney General’s Office.

Second: Member Rosa

| | |
|-----------------|-----|
| Burrows | Yea |
| Favreau | Yea |
| Rosa | Yea |
| Darris-O’Connor | Yea |
| Pavidis | Yea |

New Business

28. Submittal & Ratification of the FY27 Budget including Capital Plan-Possible Vote-8:49 PM

Town Manager Christopher Dillon reported that the FY27 proposed budget had been distributed electronically to the Board the previous week, with printed copies delivered on Friday. Mr. Dillon stated that the administration spent approximately three months developing the proposed budget, working with department heads, the Town Accountant, Assistant Town Manager, and administrative staff. He noted that the goal during the budget process was to maintain current service levels while attempting to keep controllable increases below Proposition 2½ where possible, though several external cost drivers impacted the final numbers.

Town Department Changes

Mr. Dillon highlighted several factors affecting the Town department budget, including:

- Election Department: Three elections scheduled in FY2027 instead of one, resulting in an increase of approximately \$71,710.
- Town Manager’s Office: Increase of approximately \$78,703 due to the office becoming fully staffed.

- Town Hall / Facilities: Increase of approximately \$179,415, attributed to two additional Town facilities coming online (DPW facility and recreation facility), the addition of a maintenance/custodial position, and increases in HVAC service contracts.
- Town-wide retirement costs: Increase of approximately \$248,360 due to anticipated retirements.
- Solid waste contract: Increase of approximately \$349,252.

Mr. Dillon reported that Town department expenditures increased by approximately \$1,303,554, representing a 2.71% increase.

Education Budget

Mr. Dillon reported that:

- Billerica Public Schools proposed a 3.35% increase totaling approximately \$2,912,728, noting that approximately \$2.6 million of the increase is related to contractual obligations, with roughly \$300,000 representing other program costs.
- Shawsheen Valley Technical School budget increased approximately 7% overall, with Billerica's assessment increasing approximately 10.73% (about \$1,264,833) due primarily to increased Billerica student enrollment.

Mr. Dillon reported that total education costs increased approximately \$4,177,561, or 4.23%.

Shared Cost Increases

Mr. Dillon stated that shared costs represent the largest driver of the FY2027 budget increase, including:

- Debt for the new DPW facility: increase of approximately \$4,215,749.
- Health insurance: projected 18.3% increase totaling approximately \$3,474,380.
- Middlesex County retirement assessment: increase of approximately \$1,152,356.
- Building and auto liability insurance: increase of approximately \$94,205 due to additional Town buildings.
- Medicare costs: increase of approximately \$150,000.
- OPEB contribution: increase of approximately \$127,507.

Mr. Dillon reported that shared costs increased approximately \$9,214,197, representing a 16.76% increase, noting that DPW debt service and healthcare costs account for the majority of the increase.

Mr. Dillon stated that the Town will review healthcare costs and insurance options over the next year, including evaluating broker options and possible plan modifications, though some changes may require collective bargaining negotiations.

Enterprise Funds

Mr. Dillon reported proposed increases to the enterprise funds as follows:

- Water Enterprise Fund: increase of approximately 3.64% (\$251,094).
- Wastewater Enterprise Fund: increase of approximately 3.48% (\$331,965).

Overall Budget Impact

Mr. Dillon stated that the overall budget increase appears to be approximately 7% but explained that the Town's Debt Stabilization Fund will be used to offset part of the increase, which is expected to reduce the tax levy impact to approximately 5.85%.

Long-Term Fiscal Considerations

Mr. Dillon noted that the Town's excess levy capacity has decreased in recent years and that new growth revenue has declined significantly compared to prior years, limiting the Town's ability to offset costs without impacting taxpayers. He further noted that the Town faces several potential future capital projects, including possible work at Locke Middle School, improvements to the police station, sewer infrastructure upgrades, and potential future costs related to Shawsheen Valley Technical School.

Mr. Dillon stated that encouraging additional commercial development and business growth in Billerica will be important to help offset future costs to taxpayers.

Mr. Dillon concluded his presentation and offered to answer questions from the Board.

Discussion:

Member Favreau thanked the Town Manager and staff for their work preparing the budget but expressed concerns about the size of the proposed increase and the limited time the Board had to review the full budget document. She noted that the printed budget book was received Friday afternoon and stated that she felt she did not have sufficient time to thoroughly review the 277-page document, formulate questions, and discuss concerns with the administration prior to the vote. Favreau also stated that residents are already experiencing financial pressure from mortgage and escrow increases and expressed concern about approving a budget that could significantly impact taxpayers without additional review. She stated that she would have preferred scheduling a separate meeting dedicated solely to reviewing the budget in detail before voting.

Member Rosa acknowledged the challenges faced by the administration in preparing the budget, particularly noting that it was the first budget cycle for key staff members and that some institutional knowledge from prior personnel was no longer available. He stated that he also would have preferred more time to review the budget but appreciated the opportunity to discuss portions of it with the Town Manager earlier in the day. Rosa emphasized that many of the budget increases were driven by costs largely outside the Town's direct control, including healthcare, debt service for previously approved capital projects, and contractual obligations. He highlighted the relatively modest increase in discretionary spending within the school budget once contractual costs were removed. Rosa also stressed the importance of addressing long-term fiscal sustainability by focusing on expanding the Town's commercial and industrial tax base, noting that increased commercial development would help offset the tax burden on residents. He further suggested exploring structural changes to the Town's health insurance plans, such as moving from a two-tier to a three-tier system, as a potential way to reduce future costs. Rosa stated that while he did not support large tax increases, he believed steps already taken by the Board and administration could help stabilize costs moving forward.

Secretary Darris-O'Connor stated that residents understand that operating a municipal government requires funding for essential services such as police, fire, public works, and schools. He noted that inflation also affects municipal governments and identified healthcare costs as a particularly significant factor in the current budget. He emphasized the need for more predictable and stable budgeting practices and stated that underestimating costs in previous budgets may have contributed to the larger adjustment seen this year. Darris-O'Connor expressed support for utilizing the Debt Stabilization Fund to help manage the impact of large capital projects coming online, including the DPW facility, recreation facility, and future public safety infrastructure. He also stressed the importance of encouraging new growth and investment in Billerica, stating that expanding the tax base through business and development would help distribute municipal costs across more taxpayers rather than placing the burden primarily on residents.

Vice Chair Burrows commented that he was not surprised by the overall increase given the number of major capital projects currently impacting the Town's finances. He noted that school departments typically experience annual increases due to the large number of employees and contractual cost-of-living adjustments. Burrows stated that communities often expect high levels of municipal services while resisting the types of development that can generate the revenue needed to support them. He discussed the Town's high commercial vacancy rates in areas such as Technology Park and portions of Federal Street and suggested that mixed-use development and other forms of investment could help stimulate economic activity and reduce the long-term tax burden on residents. He concluded by thanking the Town Manager for preparing the budget presentation.

Motion:

Secretary Darris-O'Connor moved to ratify and submit the FY27 Operating Budget and Capital Plan as presented.

Second: Vice Chair Burrows

| | |
|------------------------|------------------|
| Burrows | Yea |
| Favreau | Abstained |
| Rosa | Yea |
| Darris-O'Connor | Yea |
| Pavidis | Yea |

Item Taken out of order-8:02 PM

29. A Liberty Tree for Billerica-The Billerica Minutemen and Thomas Talbot lodge in conjunction with the 250th Committee are seeking the Boards permission to coordinate with the Town of. Billerica to place a -Liberty Tree on the Town common. Discussion and Possible vote

Dan Burns, Captain of the Billerica Minutemen, appeared with Al Chin (Thomas Talbot Lodge / Minutemen) and Chris Sennett (250th Committee) to request the Board's permission to move forward with installing a Liberty Tree on the Town Common.

Mr. Burns explained the Liberty Tree's historical significance as a gathering symbol during the Revolutionary era. He stated the group has been working with the Liberty Tree Society (Keene, NH) / Elm Research Institute and is proposing a tree approximately 35 to 45 feet tall for immediate impact. He reviewed anticipated costs (approximately \$1,850-\$2,200 for the tree, plus about \$1,100 for delivery, and installation costs), and stated there is no cost to the Town because a benefactor will cover all expenses. He also noted that an arborist would be assigned to monitor the tree over the first few years to ensure successful establishment.

Mr. Burns stated the intent is to install the tree on the Town Common and coordinate closely with the Town Manager, DPW, and relevant departments to avoid impacts to irrigation/sprinkler lines, water lines, and other infrastructure. He emphasized the timeline due to planting season, noting Arbor Day (April 24) and Patriot's Day (April 19).

Chair Pavidis asked for clarification regarding the location; Mr. Burns confirmed a final location has not been set and that the group is open to the Town's preferred location. The request was for the Board's approval to proceed, with final siting to be coordinated with Town staff.

Motion:

Secretary Darris-O'Connor moved to grant permission to the Billerica Minutemen and Thomas Talbot Lodge, in conjunction with the 250th Committee, to coordinate with the Town of Billerica in placing a Liberty Tree on the Town Common.

Second: Member Rosa

| | |
|------------------------|------------|
| Burrows | Yea |
| Favreau | Yea |
| Rosa | Yea |
| Darris-O'Connor | Yea |
| Pavidis | Yea |

The Board continued with Item #30

Item Taken out of Order-8:08 PM

30. Billerica Minuteman Statue-The Billerica Minutemen are seeking the Boards permission to coordinate with the Town of. Billerica to install a statue of a Billerica Minuteman on the Town common. The statue was designed by the late Mrs. Helen Potter Discussion and Possible vote

The Select Board considered a request from the Billerica Minutemen to coordinate with the Town of Billerica to install a Billerica Minuteman statue on the Town Common. Dan Burns, Captain of the Billerica Minutemen, explained that the project had been under discussion for several years and was revived after the late Mrs. Helen Potter, the sculptor of the statue, approached the group about advancing the project.

Mr. Burns stated that a formal quote has been obtained for the statue, which includes two options: refining and casting the existing model created by Mrs. Potter or creating a 3D digital rendering of the sculpture before casting. The 3D option would allow the statue to be scaled to approximately 7-9 feet in height. The estimated total project cost is approximately \$125,000, which would be funded through private fundraising efforts. Initial fundraising would focus on approximately

\$20,000 for the 3D imaging phase, followed by additional fundraising for casting (approximately \$74,000) and construction of a base or pedestal.

Mr. Burns noted that the group would work with the Town, including the Historic District Commission, to determine the final design details and location on the Town Common. He stated the Board’s approval was needed to move forward with fundraising and planning for the project.

Motion

Secretary Darris-O’Connor moved to grant permission to the Billerica Minutemen to coordinate with the Town of Billerica in the installation of a Billerica Minuteman statue on the Town Common.

Second: Member Rosa

| | |
|-----------------|-----|
| Burrows | Yea |
| Favreau | Yea |
| Rosa | Yea |
| Darris-O’Connor | Yea |
| Pavidis | Yea |

The Select Board went to Item #22

Meeting Schedule 9:27 PM

31. March 16, 2026 and April 6, 2026

Adjournment 9:27 PM

Motion:

Secretary Darris-O’Connor moved to adjourn at 9:27 PM

Second: Member Rosa

| | |
|-----------------|-----|
| Burrows | Yea |
| Favreau | Yea |
| Rosa | Yea |
| Darris-O’Connor | Yea |
| Pavidis | Yea |

Respectfully submitted by Kerri Rufo

Member Favreau Submitted edits on _____

Member Rosa submitted edits on _____

Approved by The Select Board on _____

Sent to Rosa, Favreau, Burrows on 03/09/26

Documents included in the 03/02/26 Select Board packet

Consent

- Memo from Lt. Coffey-High Octane
- Tips Certification Amanda Toci, Kelsey Murphy
- COI-2025-207 High Octane Harley
- 9 Applications for 1 Day Alcohol License at High Octane Harley
- Consent memo from Kerri Rufo to Select Board-1 Day Alcohol
- Consent memo from Kerri Rufo to Select Board for Consent-Corrections Community Funds Grant
- Consent-Con Com Appointment Laura DaCruz

New Business (Quick Items)

Class II License-Atlas Auto Sales 741 Boston Road-Attorney Dangora Jr.

- Class II-Complete application packet

Presentation

- Sewer Survey PP Presentation by DPW
- Town Center PP Presentation by DPW
- Charnstaffe Lane Options PP Presentation by DPW

Old Business

- Town Managers Report 03/02/26
- Town Center Gazebo update Packet provided by Dina Favreau
- Public School Evaluation Update memo by Kelley Conway. Town Engineer
- Sidewalk easement-331 Treble Cove Road- Memo by Kelley Conway. Town Engineer
- Sewer Easement-Brown Street Force main Replacement Project- Memo by Kelley Conway. Town Engineer
- Vote to update the designated domain www.billerica.gov with the Attorney General Office as the Towns Official notice posting method for all the public bodies-Memo by Assistant Town Manager

New Business

- Submittal & Ratification of the FY27 Budget including Capital Plan
- A Liberty Tree for Billerica packet by Mike Rosa
- Billerica Minuteman Statue packet by Mike Rosa

BILLERICA SELECT BOARD MINUTES
MARCH 16, 2026 @ 6:00 PM
THOMAS CONWAY HEARING ROOM #205 AND HYBRID VIA ZOOM

Select Board: Chair; Jillian Pavidis, Vice Chair; John Burrows, Secretary Daniel Darris-O'Connor, Member Michael Rosa, Member Dina Favreau

Staff: Town Manager Chris Dillon, Assistant Town Manager Ann Marie Casey, Select Board Confidential Executive Assistant Kerri Rufo, Fred Rusell, DPW Director, Todd Melanson, Chelmsford Town Manager, Paul Cohen

Chair Pavidis called the meeting to order at 6:00 PM

Pledge of Aligence

1. Open Microphone

Barbara Reedy, 10 Maplewood Avenue

Ms. Reedy expressed support for the Select Board's vote to pursue grant funding and questioned votes cast in opposition. She raised concerns regarding the proposed FY26–FY27 budget, including the overall increase, salary adjustments, and lack of publicly available audit information. She also requested updates on prior economic development initiatives and commercial growth efforts.

Keith Manning, 43 Richardson Street

Mr. Manning spoke regarding ongoing traffic and safety concerns following the removal of the Parker Street gate. He stated that current signage and enforcement are ineffective and provided observations of continued traffic violations. He recommended additional signage, adjusted restricted hours, clearer designation for residents, and roadway improvements.

Michael Parker, 11 Governor Road

Mr. Parker announced the upcoming Clean Up, Green Up Week, scheduled for April 18–25, 2026. He provided information on volunteer sign-ups, event promotion, and coordination with Town departments.

Grace Tucci, 7 Carson Street

Ms. Tucci raised concerns regarding the proposed budget increase and cited specific salary adjustments for certain positions. She expressed concern about fiscal management and encouraged the Select Board to ask more detailed questions during the budget review process.

Sarah Leonard, 41 Parker Street

Ms. Leonard spoke in support of prior comments regarding traffic safety. She raised concerns about visibility of signage, traffic flow, and pedestrian safety near Parker Street. She suggested additional signage, speed limit adjustments, and reconsideration of current traffic calming measures.

Kelley Sardina (remote)

Ms. Sardina referenced the Select Board's policies and procedures and questioned the process for public participation on agenda items. She expressed concerns about the ability of residents to speak on matters before the Board and reiterated concerns regarding the Town budget and decision-making process.

Presentation

2. Community Funds Grant Awards- Already voted on

The Select Board reviewed the distribution of \$50,000 in Community Funds provided by EMD Serono to support local organizations.

A total of 11 applications were received. Each Select Board member and a representative from EMD Serono reviewed the applications and submitted recommended funding amounts. The recommendations were averaged and proportionally adjusted to ensure the total distribution equaled the available funding.

The Select Board recognized the recipient organizations and announced the award amounts as follows:

- Billerica 250th Committee – \$6,400.47
- Billerica Adventure Series – \$2,356.00
- Billerica Community Farmers Market – \$4,830.45
- Billerica Historical Society – \$692.89
- Billerica Public Library – \$3,000.00
- Boys & Girls Club of Greater Billerica – \$5,000.00
- Shawsheen Tech PAC – \$3,708.80
- Sunshine Gals, Inc. – \$5,000.00
- Team 4099 Robotics – \$6,310.45
- Billerica Veterans Services – \$7,900.47
- VFW Post #8819 – \$4,800.47

Members of the Select Board presented checks to the recipients. The Board stood with awardees for recognition, photographs, and acknowledgment of their contributions to the community.

Announcements-

3. Vacancies on Boards and Committees
4. All other announcements may be viewed on the Town of Billerica website

Proclamation

5. **The Proclamation for Outstanding Contributions to the Billerica 250th Committee-Dina will speak**

Secretary Darris-O'Connor introduced the proclamation for Outstanding Contributions to the Billerica 250th Committee in recognition of Women's History Month.

Chair Pavidis recognized Member Favreau to present the proclamation.

Member Favreau read the proclamation honoring Michele DeParasis for her service and contributions to the Billerica 250th Committee, particularly her efforts in recognizing and promoting the role of women in history. The proclamation highlighted her leadership, dedication to historical education, and contributions to the success of the Town's 250th anniversary commemorations.

Member Favreau also offered additional remarks expressing appreciation for the inclusion and recognition of women's contributions, particularly in connection with the Committee's Ladies' Luncheon.

The Select Board formally recognized Michele DeParasis and expressed appreciation for her service to the community.

4a. Proclamation-Community Recognition- Jamie Learned-BATV

The Vice Chair invited Jamie Learned to come forward and, on behalf of the Select Board, recognized him for his service to the Town.

Chair Pavidis acknowledged Mr. Learned’s contributions to supporting the Town’s BATV programming, including recording meetings and ensuring public access to government proceedings. The remarks highlighted the importance of this work in promoting transparency, accessibility, and community engagement.

The Select Board expressed its appreciation to Jamie Learned for his professionalism, reliability, and dedication to the Town of Billerica.

Mr. Learned thanked the Select Board for its recognition.

Consent

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|--------------------------------------|---|
| 6. | |
| a. Draft Minutes | January 15, 2026 Draft Select Board Minutes |
| b. Appointments | Board or Registrars-Democratic Town Committee-Sharon Healey Term Ending-03/01/29 |
| c. Change of Manager, Officer, Stock | Piyan Corp dba Easy Liquors, 240 Nashua Road |
| d. Parade | Billerica Little League Opening Day Parade April 25 th 8 AM-Town Hall to Pollard Field |
| e. Temp. Signs | Clean up Green up Town Center 4-signs, Size-Max Allowed- Placement on 03/17/26 to 04/26/26 |

Motion

Secretary Darris-O’Connor moved the consent agenda as presented.
Member Rosa seconded the motion

| | |
|-----------------|-----|
| Darris-O’Connor | Yea |
| Favreau | Yea |
| Burrows | Yea |
| Rosa | Yea |
| Pavidis | Yea |

Public Hearings-Alec Noel-Birdson

- 7. Continued-National Grid/Verizon-WO# 31235419-(French St)Petition to install one (1) joint utility pole on French Street near Middlesex Turnpike, pursuant to *M.G.L. c. 166, §§ 21 and 22. Select Board Policies 42.0*

Motion to Open the Public Hearing

Secretary Darris O’Connor moved to open the Public Hearing WO# 31235419 at 6:36 PM
Member Rosa seconded the motion

| | |
|-----------------|-----|
| Darris-O’Connor | Yea |
| Favreau | Yea |
| Burrows | Yea |
| Rosa | Yea |
| Pavidis | Yea |

No representatives from National Grid were present to speak on the petition.

A discussion followed among the Select Board regarding whether to continue or act on the petition. The Director of Public Works was recognized and confirmed that utility poles would not be permitted within the sidewalk and must comply with existing moratorium restrictions.

After discussion, the Board considered proceeding with the petition with conditions, including that any new pole placement shall not obstruct or located within the sidewalk.

Motion to Close the public hearing

Secretary Darris-O'Connor moved to close the public hearing at 6:40 PM

Vice Chair Burrows second the motion.

Darris-O'Connor Yea
 Favreau Yea
 Burrows Yea
 Rosa Yea
 Pavidis Yea

Motion to approve

Secretary Darris-O'Connor moved to approve WO# 31235419 for the installation of one joint utility pole on French Street, subject to all comments in the application and with the condition that the new pole shall not interfere with or obstruct any existing sidewalk.

Member Rosa second the motion

Darris-O'Connor Yea
 Favreau Yea
 Burrows Yea
 Rosa Yea
 Pavidis Yea

8. **National Grid/Verizon-WO# 31250342 - (Bayberry Lane) Public Hearing** on a petition filed by National Grid and Verizon to install two (2) new joint utility poles and relocate one (1) existing pole with anchors on Bayberry Lane, in order to provide electric service to 21 Bayberry Lane, pursuant to M.G.L. c. 166, §§ 21 and 22. Select Board Policies 42.0

Motion to Continue the Public Hearing

Secretary Darris O'Connor moved to continue the Public Hearing until 04/06/26

Member Rosa second the motion

Darris-O'Connor Yea
 Favreau Yea
 Burrows Yea
 Rosa Yea
 Pavidis Yea

9. **New Business (Quick Items)**

| 18-1 Day Alcohol License & Entertainment License requested by High Octane Harley | | | | |
|---|----------|----------|---------------------|------------------------------------|
| 1 Day Alc. & Ent License | 05/02/26 | Saturday | 11:00 AM to 4:00 PM | Live musician possible on speakers |
| 1 Day Alc. & Ent License | 05/15/26 | Friday | 5:00 PM to 8:30 PM | Live Band weather permitting |
| 1 Day Alc. & Ent License | 05/16/26 | Saturday | 11:00 AM to 4:00 PM | Music on speakers |
| 1 Day Alc. & Ent License | 05/31/26 | Sunday | 5:00 PM to 9:00 PM | Music on speakers or musician |
| 1 Day Alc. & Ent License | 06/20/26 | Saturday | 11:00 AM to 4:00 PM | Live band on speakers |
| 1 Day Alc. & Ent License | 06/26/26 | Friday | 5:00 PM to 8:30 PM | DJ/Band on speakers |
| 1 Day Alc. & Ent License | 06/30/26 | Tuesday | 6:00 PM to 9:00 PM | DJ/Musician on speakers |
| 1 Day Alc. & Ent License | 07/17/26 | Friday | 5:00 PM to 8:30 PM | DJ/Musician on speakers |
| 1 Day Alc. & Ent License | 07/25/26 | Saturday | 11:00 AM to 4:00 PM | Hawaiian Dancers/ speakers |
| 1 Day Alc. & Ent License | 07/31/26 | Friday | 6:00 PM to 9:00 PM | DJ/Musician on speakers |
| 1 Day Alc. & Ent License | 08/14/26 | Friday | 5:00 PM to 9:00 PM | DJ/Musician on speakers |

| | | | | |
|--------------------------|----------|----------|---------------------|------------------------------|
| 1 Day Alc. & Ent License | 08/22/26 | Saturday | 11:00 AM to 4:00 PM | Live band on speakers |
| 1 Day Alc. & Ent License | 08/23/26 | Sunday | 11:00 AM to 4:00 PM | Musician on speakers |
| 1 Day Alc. & Ent License | 08/29/26 | Saturday | 5:00 PM to 9:00 PM | DJ/Musician on speakers |
| 1 Day Alc. & Ent License | 09/25/26 | Friday | 5:00 PM to 8:30 PM | Band/Musician/DJ on speakers |
| 1 Day Alc. & Ent License | 09/30/26 | Wed | 5:00 PM to 9:00 PM | Band/Musician/DJ on speakers |
| 1 Day Alc. & Ent License | 10/10/26 | Saturday | 11:00 AM to 3:00 PM | Music on speakers |
| 1 Day Alc. & Ent License | 10/23/26 | Friday | 5:00 PM to 8:00 PM | Indoor with speakers |

Motion to approve 1 day alcohol License

Secretary Darris-O'Connor moved to approve the 1-day alcohol license as presented
Vice Chair Burrows second the motion.

Darris-O'Connor Yea
Favreau Yea
Burrows Yea
Rosa Yea
Pavidis Yea

Motion to approve Ent. License

Secretary Darris-O'Connor moved to approve the Ent. License as presented
Member Rosa second the motion

Darris-O'Connor Yea
Favreau Yea
Burrows Yea
Rosa Yea
Pavidis Yea

10. Discussion and Possible Vote to Provide a Letter of Support for FY27 Environment & Climate One Stop (ECO One Stop) Grant Applications

The Department of Public Works is seeking a letter of support from the Select Board for two FY27 Environment & Climate One Stop (ECO One Stop) grant applications. The proposed projects include field data collection for the Dudley Road culvert replacement and Phase 2 of the Town's culvert and stormwater resilience study. A letter of support from the Select Board will help strengthen the Town's applications for state funding.

Member Favreau expressed appreciation to the Town Manager's Office and the Department of Public Works for their efforts in preparing and submitting the grant applications. She noted that the Select Board had previously authorized the applications and expressed support for moving the process forward.

Motion;

Secretary Darris-O'Connor move that the Select Board to vote to authorize the Chair to sign the letter of support.
Member Rosa second the motion

Darris-O'Connor Yea
Favreau Yea
Burrows Yea
Rosa Yea
Pavidis Yea

10a. Vote to amend the posted restriction times on the Parker Street Traffic sign

Chair Jillian Pavidis opened the discussion, referencing comments made during Open Microphone and noting concerns regarding traffic patterns, school-related cut-through traffic, and visibility of existing signage. She stated that the proposed changes were intended to better align with school schedules, including the high school, middle school, and Parker Elementary School. The Chair also noted that several Board members had observed that some signage was not clearly visible due to placement and obstructions.

Town Manager Chris Dillon confirmed the proposed morning time of 6:45 a.m. to 8:45 a.m., while discussion continued regarding appropriate afternoon hours.

Vice Chair John Burrows suggested afternoon hours of 1:30 p.m. to 4:00 p.m., while further discussion refined the proposed timeframe.

Member Dina Favreau noted that a resident had suggested an afternoon end time of approximately 3:30 p.m., and discussion continued regarding traffic impacts related to school schedules and student activities.

Chair Jillian Pavidis summarized the proposed amended times as 6:30 a.m. to 8:45 a.m. and 1:30 p.m. to 3:30 p.m.

Board members also discussed concerns regarding signage placement and visibility. The Chair and Vice Chair noted that some signs were positioned too far into the roadway or obstructed, reducing effectiveness. The need to reassess sign locations was discussed.

Member Dina Favreau raised broader concerns regarding long-term traffic safety and referenced prior “Safe Routes to School” planning efforts. She emphasized the need for a comprehensive, long-term solution, including roadway design improvements and potential grant funding opportunities.

Member Mike Rosa suggested that the Board consider posting neighborhood streets at 20 miles per hour under applicable state law and recommended placing this item on a future agenda.

Chair Jillian Pavidis and Town Manager Chris Dillon also discussed enforcement concerns. The Town Manager noted coordination with the Police Department and explained that restrictions must apply uniformly, as “residents only” limitations are not enforceable based on legal guidance.

Secretary Daniel Darris-O’Connor stated that while the amendment addressed an immediate concern, a more comprehensive approach involving neighborhood residents should be pursued to develop a long-term solution.

The Director of Public Works, Fred Russell, provided input on signage challenges and suggested adding additional signs on both sides of the roadway to improve visibility. A resident also provided input regarding advance signage placement to better inform drivers before entering the restricted area.

The Chair indicated that signage locations would be reviewed further and refined in coordination with staff.

Motion

Secretary Daniel Darris-O’Connor to amend the posted restricted times for the “Do Not Enter” signage on Parker Street to 6:30 a.m. to 8:45 a.m. and 1:30 p.m. to 3:30 p.m.

The motion was seconded by Member Mike Rosa.

Following brief discussion regarding signage placement, the Chair indicated that location adjustments would be addressed administratively.

| | |
|------------------------|------------|
| Darris-O’Connor | Yea |
| Favreau | Yea |
| Burrows | Yea |
| Rosa | Yea |
| Pavidis | Yea |

Old Business-

11. Discussion regarding Chelmsford Forum's request to review and/or dispute a water bill. Discussion and possible vote.- Fred Rusell, DPW Director, Todd Melanson, Paul Gilmartin, GLS Associates

Chelmsford Forum-From 11/3/25 Minutes

You will learn more about what is going on with the Chelmsford Forum at a future meeting but wanted to make you aware of a discrepancy with their water bill. On October 30, 2025, I met (electronically) with the Chelmsford Town Manager, the manager of the rink and another employee from Chelmsford. They are asking for an abatement for their water bill they received in early 2025. Chelmsford was receiving estimated water bills. However, when they received an actual bill, the estimates were very low and they were invoiced \$67,200. After meetings with our water staff and DPW, we changed their bill to the tier 1 rate as we had no way of knowing the accumulation of the difference between the estimated meter and actual. This amounted to a \$26,300 abatement and a balance owed of \$40,900. They are requesting the town abate this amount as well. I have stated that we helped them as much as I could and they could appeal my decision to the Select Board. I believe they plan to do so. If/when we receive the request, we will schedule them for a future meeting to discuss. Vote on 2026 Select Board Meeting Schedule.

Member Rosa stated that he has issues with moving them to Tier I. That tier would typically be lower users. Most residential users are Tier II. Member Rosa asked if they tested the meter. Mr. Dillon replied yes, it read 99.5% accurate. Member Rosa stated that they used the water and maybe we can't know the year, but we should change to a Tier II. He has no interest in issuing a waiver. Member Rosa asked if a new meter has been installed. Mr. Dillon replied yes, on August 12th. The water usage was consistent up to October 29th which could mean there was a leak. Our staff is working with Tier I, which has been the past practice and we can't definitely state the time. This change was to show a sign of good faith.

Chair Pavidis asked that you gather the information together and have a future agenda.

Member Favreau asked why this went one for 7 years. Mr. Dillon stated that he can't answer that. We have new meters and the Eye on Water application allows residents to watch for leaks.

Vice Chair Burrows stated that we shouldn't give Chelmsford a break on the water bill. They are not residents.

Secretary Daniel Darris-O'Connor introduced Item 11 under Old Business regarding a request for water bill abatement related to the Chelmsford Forum.

Paul Gilmartin (GLS Associates), representing the Chelmsford Forum, addressed the Board and explained that the facility had received estimated water bills for approximately six to seven years due to a non-functioning meter. He stated that after a new meter was installed, the Town issued a significant "true-up" bill based on an actual reading, resulting in a large usage amount. Mr. Gilmartin expressed concern that there was no reliable baseline reading to compare against, as all prior bills had been estimated, and requested additional abatement.

Town Manager Chris Dillon provided background, noting that the issue was identified and investigated in coordination with DPW staff and Chelmsford representatives. He stated that the meter was replaced, and a discrepancy between estimated and actual usage was discovered. He also noted that a leak was later identified at the facility, contributing to increased water usage.

Todd Melanson, Wastewater Director, outlined the history and technical details of the account. He explained that:

- The original meter was non-functional for remote readings, resulting in estimated bills.
- A manual reading of the analog meter was conducted, providing an accurate usage total.
- The difference between estimated and actual readings resulted in a catch-up bill of approximately \$67,173.65.
- The meter was tested by a third party and found to be 99.5% accurate.
- In accordance with standard policy and past practice, the bill was reduced to Tier 1 rates and prorated, resulting in an abatement of \$26,281.29 and a revised total of \$40,892.36.
- A significant leak was identified after installation of the new meter, which had contributed to continuous water usage.

Mr. Gilmartin reiterated that while the current reading may be accurate, the absence of prior actual readings makes it unclear whether previous estimates were over or under actual usage.

Member Mike Rosa questioned the basis for reducing the bill to Tier 1, noting that such action is not explicitly outlined in the Water and Sewer Rules and Regulations and could set precedent. He stated he was not inclined to grant additional abatement beyond what had already been provided and emphasized that the Town had already taken reasonable steps, including third-party testing and rate adjustments.

Secretary Daniel Darris-O'Connor stated that the Water Department had handled the matter consistently with standard practice and that the responsibility for the water usage should not be shifted to Billerica ratepayers. He expressed support for maintaining the current adjusted amount and not granting further abatement.

Member Dina Favreau expressed concerns from both perspectives, noting the lack of a clear baseline due to years of estimated billing and questioning whether prior estimates may have over- or under-charged the applicant. She suggested that the matter could warrant further discussion or negotiation and raised procedural questions regarding whether a vote was appropriate at that time.

Chair Jillian Pavidis noted that the reduction to Tier 1 rates and the existing abatement may reasonably account for uncertainties related to prior estimates.

DPW Director Fred Russell clarified that the billing adjustments accounted for historical rates and confirmed that the actual meter reading exceeded estimated usage, indicating that additional water had gone unbilled. He also confirmed that a leak had been present.

Vice Chair John Burrows expressed confidence in the Water Department's analysis and indicated that the existing abatement was appropriate, noting that further challenge could result in recalculation at higher rates.

Motion

Member Dina Favreau to confirm and approve the adjusted water bill in the amount of \$40,892.36, reflecting the previously applied abatement.

Vice Chair Burrows second the motion

| | |
|------------------------|------------|
| Darris-O'Connor | Yea |
| Favreau | Yea |
| Burrows | Yea |
| Rosa | Yea |
| Pavidis | Yea |

12. Potential Vote draft bylaw on bitcoin/crypto ATMs

From 11/17/25 Select Board Meeting

Town Counsel reviewed the Police Chief's proposal to adopt a general bylaw prohibiting cryptocurrency ATMs ("crypto ATMs") in Billerica due to their increasing use in fraud schemes targeting residents. Counsel advised that similar bylaws have been enacted in other Massachusetts municipalities and approved by the Attorney General's Municipal Law Unit, and that the proposed bylaw is likely legally defensible if adopted. The Select Board must vote whether to place this proposed bylaw article on the upcoming Town Meeting warrant for consideration by Town Meeting.

Town Manager Chris Dillon provided background, noting that the matter had previously been discussed by the Board and referred to legal counsel. He stated that draft language had been prepared and included in the Board's packet, and he was seeking direction from the Board on whether to support placing the item on the Town Meeting warrant.

Secretary Darris-O'Connor stated that he was initially hesitant to support the measure, as he generally does not favor banning activities. However, after further research and recent developments, he noted that cryptocurrency ATMs have increasingly been used in scams and fraudulent activity. He explained that these machines are often used to facilitate financial exploitation, particularly targeting vulnerable individuals. He further stated that law enforcement, including Chief Roy Frost and Lieutenant Coffey, had provided input on the issue, and that other municipalities have taken similar action. Based on this information, he expressed support for moving forward with the proposed bylaw.

Motion:

Secretary Daniel Darris-O'Connor moved to approve the draft bylaw language and submit an article to the Town Meeting warrant to prohibit Bitcoin/cryptocurrency ATMs, as presented.

Vice Chair Burrows second the motion

| | |
|------------------------|------------|
| Darris-O'Connor | Yea |
| Favreau | Yea |
| Burrows | Yea |
| Rosa | Yea |
| Pavidis | Yea |

13. Preliminary Review of Proposed Spring 2026 Town Meeting Warrant Articles

Town Manager Chris Dillon explained that the deadline for submission of warrant articles is Wednesday, March 18, 2026 at 4:00 PM, and noted that this meeting was the final opportunity for the Select Board to review and provide input prior to that deadline. He stated that the purpose of the discussion was to ensure that the Board's priorities and any requested changes are reflected before the warrant is finalized.

The Town Manager also noted a scrivener's error in Article 23 (Billerica 250th funding), clarifying that the correctly requested amount is \$35,000, not \$350,000.

Mr. Dillon then provided an overview of the draft warrant articles included in the Board's packet. He explained that several articles are standard annual items, including setting compensation, hearing reports, budget amendments, and FY2027 operating and enterprise budgets. He further noted that multiple articles related to collective bargaining agreements are currently included as placeholders, as negotiations are ongoing and final agreements may or may not be completed prior to Town Meeting. Additional articles include funding for PEG access, opioid settlement expenditures, Community Preservation Committee recommendations, a bylaw amendment related to the Town Manager Screening Committee, a National Grid easement, the proposed cryptocurrency ATM bylaw, and an article related to the Cider Mill property. Mr. Dillon stated that the draft remains subject to revision and invited feedback from the Board.

Comments from the Select Board

Member Michael Rosa asked an initial clarification question regarding the water enterprise budget article (Article 15), specifically the phrasing "raise and appropriate from available funds," and received confirmation from the Town Manager on the intended language.

Member Rosa then provided a detailed overview of Article 25 (Town Manager Screening Committee bylaw amendment), which he submitted. Drawing on his experience serving on the previous two screening committees, he explained that the current bylaw results in delays at the beginning of the process, particularly between notification of a vacancy and the formation of the screening committee. He stated that, in prior searches, valuable time was lost during this early stage.

He explained that the proposed amendments are intended to streamline and expedite the process by requiring appointing authorities to act within 10 days of notification, requiring the screening committee to convene within 7 days of final appointment, and maintaining the overall 150-day timeline while tightening earlier steps to prevent delays. He noted that the remaining changes are largely administrative, updating terminology from "Board of Selectmen" to "Select Board." He emphasized that the goal of the amendment is to ensure a more efficient and timely hiring process moving forward.

Member Rosa then raised significant concerns regarding Article 28 (Cider Mill property). He noted that the article proposes transferring the parcel for conservation and recreation purposes and questioned whether that language could unintentionally limit future municipal use. He referenced the 2020 Town Meeting vote authorizing the purchase of the property and emphasized that the original intent included both preservation and potential municipal use, specifically highlighting long-standing discussions about the need for a new senior center.

Member Rosa stated that the Town's senior population continues to grow and that the current senior center is undersized with inadequate parking. He expressed concern that overly restrictive language could eliminate the Town's ability to utilize a portion of the property for that purpose. While expressing strong support for preserving the majority of the land, he emphasized the importance of maintaining flexibility to allow for limited municipal use if needed.

Secretary Daniel Darris-O'Connor responded that Article 28 was recently submitted and reviewed by Town Counsel, and that additional clarification on the legal language can be obtained. He explained that the intent of the article is to strike a balance between supporting sustainable growth and preserving open space. He noted that, based on feedback from residents, there is strong interest in protecting the parcel as one of the Town's largest remaining unprotected open spaces. Secretary Darris-O'Connor stated that the property was intentionally left open for future decision-making when it was acquired in 2020, but that current community sentiment supports taking steps to preserve it for future generations. He emphasized that the article is intended to bring the matter forward for Town Meeting consideration, where the final decision will be made. He also noted that the language was recommended by Town Counsel and acknowledged that further clarification could be provided prior to Town Meeting.

Vice Chair John Burrows noted that the Town already owns approximately five acres near the baseball field adjacent to the Cider Mill parcel. He referenced comparable projects in neighboring communities, such as Wilmington, where a senior center was constructed on a similarly sized parcel. He stated that this existing land could provide an opportunity to accommodate a future senior center while still preserving the larger Cider Mill parcel. He expressed support for a balanced approach that preserves open space while maintaining the ability to meet municipal needs.

Member Dina Favreau expressed agreement with Vice Chair Burrows and emphasized the importance of both conservation and thoughtful planning for municipal use. She noted that the Cider Mill property had previously been considered for significant residential development under a Housing Choice initiative and clarified that she opposed that proposal. She stated that the property is a valuable and scenic resource and should be protected; however, she cautioned against limiting the Town's options too narrowly. She reiterated that the property was originally purchased with the understanding that it could serve both conservation and municipal purposes and expressed concern about foreclosing the possibility of sitting a future senior center on a portion of the land.

Member Rosa reiterated his position, emphasizing that he strongly supports preserving the majority of the property while maintaining flexibility for limited development if necessary. He noted that only a small portion of the land—potentially even less than an acre may ultimately be needed for a senior center and stressed that the Town should avoid restricting itself prematurely.

Secretary Darris-O'Connor added that Town Meeting had previously voted against relocating the senior center to another site, noting that this context is relevant to the current discussion and reinforces that the final decision will rest with Town Meeting.

14. **Town Managers Report**

Town Manager Chris Dillon reported that the Town is working with its previous website vendor to return the Town portion of the website to the former platform, with an update process to follow to ensure the site is user-friendly and contains accurate, current information.

Mr. Dillon also provided additional clarification on the FY27 budget following concerns raised at the prior meeting. He stated that while the overall increase is approximately 7%, the Town-side increase is about 2.71%, and that if the first bond

payment for the DPW project and the increase in health insurance costs are removed, the overall increase would be less than 3.5%. He acknowledged concerns regarding the budget and stated that over the coming year the Town will review health insurance costs and options to help control future increases.

Mr. Dillon advised that the Parker Street signs have been installed. He also noted that the preliminary warrant had already been discussed earlier in the meeting.

With respect to Department of Public Works updates, Mr. Dillon explained that missed solid waste pickups had been traced in part to two new employees learning the collection routes. He stated that the DPW Director had met with the contractor and requested the addition of a third truck to improve service. Residents experiencing missed pickups were encouraged to contact DPW so issues could be addressed and tracked.

Mr. Dillon reported that a pre-construction meeting for Phase 1 of the Yankee Doodle Pathway had been held with MassDOT, and that the contractor, Barletta Heavy Division, would begin tree clearing. The anticipated completion date for Phase 1 is November 13, 2028.

Regarding the water storage tank rehabilitation project, Mr. Dillon stated that the project received a favorable bid and is expected to cost less than originally anticipated. He explained that because the Boston Road tank will be taken offline, a full ban on outside water usage will be necessary during the work in order to protect system pressure and ensure safe operation of the water system. He noted that draining of the tank is scheduled to begin the week of March 23, 2026, with work expected to be completed by June 30, 2026.

Wastewater Director Todd Melanson addressed the Board and explained that the timing of the tank work is driven by temperature requirements needed for proper adhesion of the interior and exterior coatings. He stated that alternatives had been reviewed, but completing the work in sequence was the most cost-effective and practical option. He emphasized the importance of resident cooperation with the water ban, noting that the system cannot support normal usage plus irrigation demands while operating without the larger tank.

Mr. Dillon further reported that the Town narrowly missed the SRF funding list for the Brown Street force main project and is appealing that decision. He stated that letters of support had been requested from the Town's legislative delegation and that both Representative Lombardo and Senator Friedman agreed to assist.

He also reported that rapid snowmelt had increased inflow and infiltration into the sewer system, with approximately 3 million gallons of non-municipal flow projected as of March 12. He stated that the Town is halfway through the I&I rehabilitation project approved in 2024, that snow had slowed work, and that the Town has received a \$63,357 loan forgiveness grant for that project. He added that work is expected to resume as conditions improve.

Additional wastewater updates included the successful startup testing of a new Atlas Copco turbo blower at the wastewater facility, ongoing work to bring the blower fully online, and the commencement of design work for the sludge building roof replacement and the Darby and Waterview design project.

Mr. Dillon also reported that Recreation summer program registration would open on Wednesday, March 18, 2026, at 10:00 a.m., and that spring registrations had already begun and were filling quickly. He stated that the recreation center project continues to move forward, remains on schedule and within budget, and that some Phase 2 elements were able to be advanced through cost-saving adjustments made within Phase 1.

Board Comments/Questions:

Member Favreau asked about enforcement of the water ban, particularly with respect to businesses and condominium associations using irrigation systems. Mr. Dillon responded that violations are often reported by residents, after which staff follow up directly or by correspondence, and that the Town's monitoring app may also provide alerts in some cases. He offered to provide a more detailed response.

Member Favreau also asked for clarification on the SRF funding ranking and whether failure of the appeal would affect interest rates on other projects. Mr. Dillon explained that the Brown Street project is currently ranked third below the funding cutoff, that projects above it may drop off, and that the appeal and support letters are intended to improve the Town's chances. He further stated that this would not affect already approved projects. She also asked about upcoming grant applications; Assistant Town Manager Ann Marie Casey explained that the Town has created an interdepartmental grant tracking spreadsheet, is pursuing the Green Communities Grant and One Stop Grant and will continue to identify projects and provide an update in April.

Member Favreau also raised concerns regarding an increase in online complaints about missed recycling pickups. Chair Pavidis noted that she had experienced this issue as well.

Member Rosa suggested the Town explore regional solid waste contracting or rebidding opportunities to potentially reduce costs, citing prior experience where competitive pressure improved pricing. He also recommended reviewing health insurance plan structure, including a possible three-tier option, as a way to reduce costs for both employees and the Town. Mr. Dillon agreed that all insurance options, including brokers and plan structures, should be reviewed. Member Rosa also asked whether the Town had received responses from the state delegation regarding SRF support letters, and Mr. Dillon confirmed that both had agreed to help. He further asked whether the recreation project remained on schedule and within budget, and Mr. Dillon confirmed that it did.

Secretary Darris-O'Connor commented on inconsistent snow removal throughout Town during the winter season and asked that lessons learned be addressed before next season so employees and contractors are better coordinated.

Vice Chair Burrows suggested making grant information available online so residents can better see what applications and opportunities the Town is pursuing. He also commented that Mr. Dillon has prior budget experience, noted that the Town-side portion of the budget increase is relatively modest, and expressed support for the water tank rehabilitation project and the Recreation Department project. He thanked the Town Manager and staff for their work.

Meeting Schedule

15. April 6, 2026 & April 27, 2026

Adjournment

16.

Motion:

Secretary Darris-O'Conner made a motion to adjourn at 8:10 PM

Member Rosa second the motion

| | |
|-----------------|-----|
| Darris-O'Connor | Yea |
| Favreau | Yea |
| Burrows | Yea |
| Rosa | Yea |
| Pavidis | Yea |

Submitted By Kerri Rufo

Approved at the _____ SB Meeting

Sent for review to Burrows, Rosa, Favreau on 03/25/26

Documents:

03.13.26 SB Agenda

2. Vacancies Boards and Committees list 03.16.26
4. Proclamation for Outstanding Cont. Billerica 250th
- 5a. SB Minutes 01.15.26 Draft minutes
- 5b. Appointment-Democratic Town Committee-Sharon Healey
- 5c. Change of Manager, Officer, Stock dba Easy Liquors
- 5d. Billerica little league parade letter
- 5e. Temp Sign request-Clean up green up email, flyer
6. Public Hearing NGRID WO# 31235419 complete packet
7. Public Hearing NGRID WO# 31250342 complete packet
8. 1 day alcohol & Entertainment license- KBA Harley Octane complete packet
9. Community Funds Grant
10. Chelmsford Forum Abatement
11. Crypto by Law, proposal-11.17.25, Town Counsel letter 02.26.26
12. Electronic Sign
13. Town Managers Report

CONFIDENTIAL

CONFIDENTIAL



SELECT BOARD
TOWN HALL
365 BOSTON ROAD
BILLERICA, MASSACHUSETTS 01821
978-671-0939
FAX: 978-671-0947

Jillian K. Pavidis, *Chair*
John J. Burrows, *Vice Chair*
Daniel R. Darris-O'Connor, *Secretary*
Michael S. Rosa, *Member*
Dina M. Favreau, *Member*

<https://us02web.zoom.us/j/83477138002>

phone 1 929 205 6099

SELECT BOARD AGENDA

APRIL 6, 2026 5:00 PM

365 BOSTON ROAD, THOMAS CONWAY HEARING ROOM #205 AND HYBRID

Select Board: Chair; Jillian Pavidis(Remote), Vice Chair; John Burrows, Secretary Daniel Darris-O'Connor, Member Michael Rosa, Member Dina Favreau

Staff: Town Manager Chris Dillon, Assistant Town Manager Ann Marie Casey, Director of Administrative Services, Dawn McDowell, Select Board Confidential Executive Assistant Kerri Rufo

Others Present: Town Counsel, Harrington Heep, Ivria Glass Fried, Bryan Bertman

1. Call to Order 5:00 PM

Chair Pavidis called the Select Board Meeting to order at 5:00 PM

ROLL CALL VOTE

| | |
|-----------------|---------|
| Darris-O'Connor | Present |
| Favreau | Excused |
| Burrows | Present |
| Rosa | Present |
| Pavidis | Present |

2. Pledge of Allegiance

3. Enter into Executive Session

Motion 1 – §21(a)(2)

Secretary Darris-O'Connor moved to enter into executive session pursuant to Massachusetts Open Meeting Law, §21(a)(2) to conduct strategy sessions in preparation for negotiations with nonunion personnel, and to return to open session. An open meeting may have a detrimental effect on the bargaining position of the public body. Member Rosa seconded the motion.

ROLL CALL VOTE

| | |
|-----------------|---------|
| Darris-O'Connor | Yea |
| Favreau | Excused |
| Burrows | Yea |
| Rosa | Yea |

Pavidis Yea

Motion 2 – §21(a)(3)

Secretary Darris-O’Connor moved to enter into executive session pursuant to Massachusetts Open Meeting Law, §21(a)(3) to discuss strategy with respect to litigation, specifically CRT Development Realty, LLC vs. Billerica Historic Districts Commission, as an open meeting may have a detrimental effect on the litigating position of the public body, and to return to open session.

Member Rosa seconded the motion.

Move to adjourn to Open Session

Chair Pavidis moves to adjourn executive session to return to open session at 5:48 PM.

Member Rosa seconded the motion.

ROLL CALL VOTE

Darris-O’Connor Yea

Favreau Favreau-Absent at roll call; arrived at 5:28 PM (Executive Session)

Burrows Yea

Rosa Yea

Pavidis Yea

Return To Open Session

The Board returned to open Session at 5:50 PM.

4. Open Microphone

Barbara Reedy, 10 Maplewood Avenue

Encouraged residents to participate in the upcoming election and expressed concerns regarding recent Select Board meeting conduct, specifically referencing the March 30th meeting and emphasizing the need for strong leadership and collaboration.

Mike Riley, 46 Bedford Street

Urged the Board to support the upcoming Statement of Interest for a new middle school project, noting its importance in securing MSBA funding and highlighting the Superintendent’s transparency and preparation efforts.

Billy Reid, 16 River Street

Thanked Town staff for addressing a long-standing infrastructure issue and shared supportive remarks regarding a Board member. He also encouraged improved cooperation among Board members moving forward.

Mark Estradio, 33 Dudley Road

Encouraged the Board to act unanimously in support of the Statement of Interest for a new middle school, referencing past success with MSBA projects and emphasizing the importance of timely approval.

5. Announcements

- a. Secretary Darris-O’Connor read the Vacancies on Boards and Committees
- b. Secretary Darris-O’Connor announced that all other announcements may be viewed on the Town of Billerica website

6. Consent -5:54PM

- a. Gift acceptance- From-Thomas & Suzanna Fedorka-\$250.00-Library- For the Library's (Children Dept.)
- b. Gift acceptance- From Ronald McCarthy-\$100.00-Veterans- Utilization for Veterans (Events)
- c. Gift Acceptance- From Billerica Christmas Parade-\$1750.00-Veterans-Supporting Veterans
- d. Gift acceptance -From Lowell Five Bank-\$1500.00-Town Accountant-(Food Assistance)
- e. Appointment- Annette Nazziwa-Billerica Scholarship Committee (Term ending 6/30/28)
- f. Appointment- Marlies Henderson-Billerica Historic Commission (Term ending 6/30/28)
- g. Appointment- Keith Lavon-Alternate Billerica Historic Commission (Term ending 06/30/27)
- h. Appointment- Meaghen Murphy-Alternate-Historic District Commission (Term Ending 06/30/29)
- i. Citation- James Tildsey
- j. Common Victualler- Starbucks, 480 Boston Road
- k. Common Victualler- Dave's Hot Chicken, 480 Boston Road
- l. Common Victualler- Subway, 480 Boston Road

Motion:

Secretary Darris-O'Connor moved to approve the consent agenda as presented.

Member Rosa seconded the motion.

Darris-O'Connor Yea
Favreau Yea
Burrows Yea
Rosa Yea
Pavidis Yea

7. Public Hearings

- a. **Continued-National Grid/Verizon-WO# 31250342** - (Bayberry Lane) Public Hearing on a petition filed by National Grid and Verizon to install two (2) new joint utility poles and relocate one (1) existing pole with anchors on Bayberry Lane, in order to provide electric service to 21 Bayberry Lane, pursuant to M.G.L. c. 166, §§ 21 and 22. Select Board Policies 42.0

Dave Boucher from NSTAR will be present

Motion to Open the Public Hearing

Secretary Darris-O'Connor moved to open WO# 31250342 at 5:55 PM

Member Rosa seconded the motion.

Darris-O'Connor Yea
Favreau Yea
Burrows Yea
Rosa Yea
Pavidis Yea

Motion To Close the Public hearing

Secretary Darris-O'Connor moved to close the Public hearing at 5:59 PM

Member Rosa seconded the motion.

Darris-O'Connor Yea

Favreau Yea
Burrows Yea
Rosa Yea
Pavidis Yea

Motion to Approve:

Secretary Darris-O'Connor moved to approve WO# 31250342 at 6:00 PM contingent upon the approval of the DPW confirming that the current plan accommodates the current roadway layout
Member Rosa seconded the motion.

Darris-O'Connor Yea
Favreau Yea
Burrows Yea
Rosa Yea
Pavidis Yea

b. Piyan Corporation d/b/a Easy Liquors, 240 Nashua Road, Unit A

Request for approval of a Change of Manager, Officers/Directors, and Stock Ownership for a Section 15 All Alcohol Package Store License.

This will be on the April 27, 2026 Agenda

8. New Business (Quick Items)-Item Taken out of Order

a. Northern Middlesex Regional Housing Services Office (NMRHSO) Intermunicipal Agreement Approval

This is an Intermunicipal Agreement with the Northern Middlesex Council of Governments (NMCOG) to participate in a shared Regional Housing Services Office (NMRHSO). Through this agreement, the Town will receive administrative and technical assistance for affordable housing matters, including monitoring affordable housing units, supporting housing initiatives, and assisting with compliance and reporting requirements. The agreement is for one year (FY27) with an annual cost based on services provided, and allows the Town to share resources and expertise with other participating communities.

Jennifer Raitt, Executive Director of the Northern Middlesex Council of Governments (NMCOG), presented the proposed inter-municipal agreement to establish the Northern Middlesex Regional Housing Services Office (NMRHSO). She explained that the program has been piloted over the past year and is intended to provide regional support for tracking and managing affordable housing inventories, as well as offering technical assistance to participating communities.

Ms. Raitt outlined that the service would provide more detailed, localized, and continuous technical assistance than what is currently available through the State, including maintaining a curated regional inventory, monitoring deed-restricted units, and assisting with compliance and reporting requirements.

Town Manager Chris Dillon noted that the pilot program identified additional deed-restricted units that were not previously counted by the State and highlighted that the program includes approximately 30 hours of local project support as part of its base services.

Member Rosa inquired about the value of the proposed \$22,400 fee compared to services already provided by the Department of Housing and Community Development (DHCD). Ms. Raitt clarified that while the State

provides general data and reporting, the proposed service offers more detailed, community-specific support and monitoring.

Member Favreau confirmed that the agreement represents a new service separate from the Town’s existing NMCOG membership assessment and that the associated fee would be an additional cost beginning in Fiscal Year 2027. She also asked whether services would extend to public housing, to which Ms. Raitt responded that public housing units are included within the affordable housing inventory and would be covered under the base scope of services.

Vice Chair Burrows asked questions regarding the fee structure, including the differences in opt-in costs among participating communities and potential additional service charges. Ms. Raitt explained that the fee structure was developed based on a regional analysis of housing inventories and comparable programs, and that additional services beyond the base scope would be optional and billed separately as needed.

Board members expressed general support for the regional approach and the benefits of enhanced tracking and technical assistance for affordable housing compliance.

MOTION

Secretary Darris-O’Connor moved to approve the Northern Middlesex Regional Housing Services Office inter-municipal agreement and to authorize the Town Manager to execute the agreement on behalf of the Town.

Member Rosa seconded the motion.

| | |
|------------------------|------------|
| Darris-O’Connor | Yea |
| Favreau | Yea |
| Burrows | Yea |
| Rosa | Yea |
| Pavidis | Yea |

b. Discussion and Vote on prior MOA regarding healthcare

Request to approve a Memorandum of Agreement related to employee health insurance changes, including contribution adjustments and implementation of a cost share assistance program, which was previously agreed upon by all bargaining units but not formally approved by the Select Board. Approval is expected to result in cost savings to the Town.

Town Manager Chris Dillon explained that a prior Memorandum of Agreement (MOA) had been negotiated with various bargaining units approximately two years ago to implement modifications to employee health insurance. He noted that the agreement was never formally approved by the Select Board at that time and is now being brought forward for formal approval.

Mr. Dillon stated that one component of the agreement includes the implementation of a cost-share assistance program administered by PillarRx, which is expected to provide cost savings to the Town. He requested Board approval to move forward with the agreement.

Secretary Darris-O’Connor expressed strong support for the agreement and acknowledged the cooperation of the Town’s bargaining units in negotiating the MOA, particularly in light of rising healthcare costs.

Member Rosa also supported the measure and inquired about anticipated cost savings. It was noted that estimated savings are approximately \$23,000 in the first year.

Vice Chair Burrows indicated his support for the agreement as well.

MOTION

Secretary Darris-O'Connor moved to approve the Memorandum of Agreement regarding employee health insurance changes and to authorize the Town Manager to execute the agreement.

Member Rosa seconded the motion.

| | |
|------------------------|------------|
| Darris-O'Connor | Yea |
| Favreau | Yea |
| Burrows | Yea |
| Rosa | Yea |
| Pavidis | Yea |

c. SOI Approval-Kerry Cleary & Sean Bartlett

Authorization to submit MSBA Statements of Interest for Locke (priority) and Marshall (non-priority) Middle Schools to address facility deficiencies and maintain eligibility for future funding opportunities. This is just the first step to keep Billerica eligible for potential state funding, no commitment to build anything.

Superintendent Kerry Cleary, accompanied by Sean Bartlett, Director of Facilities, presented two Statements of Interest (SOIs) for submission to the Massachusetts School Building Authority (MSBA), one for the Locke Middle School (priority site) and one for the Marshall Middle School (non-priority site). Dr. Cleary explained that while the primary focus is the Locke Middle School, the Marshall Middle School must also be submitted as a non-priority site due to potential impacts associated with future planning scenarios, including a possible middle school consolidation. She noted that the School Committee unanimously approved the SOIs in March and requested Select Board approval in advance of the April 17 submission deadline. Members of the Board expressed support for the proposal:

Member Favreau voiced strong support and relayed feedback from residents regarding interest in a combined middle school and the potential return of eighth-grade students to the middle school level.

Member Rosa supported the inclusion of the Marshall School as a secondary site and emphasized the importance of maintaining flexibility for a centralized middle school option.

Secretary Darris-O'Connor highlighted the SOI as a critical first step in entering the MSBA pipeline and emphasized the importance of transparency and long-term planning for school facilities.

Vice Chair Burrows expressed appreciation for the work completed to date and indicated support for moving the project forward.

Chair Pavidis stated her full support and looked forward to future phases of the project.

The Board acknowledged that submission of the SOIs does not guarantee acceptance into the MSBA program but represents the initial step in a multi-phase process.

MOTIONS

Locke Middle School (Priority Site)

Secretary Darris-O'Connor moved to authorize the Superintendent to submit a Statement of Interest to the Massachusetts School Building Authority for the Locke Middle School, 110 Allen Road, identifying deficiencies under Priority Categories 4, 5, and 7, and acknowledging that submission does not guarantee acceptance or funding.

Member Rosa seconded the motion.

Darris-O'Connor Yea
Favreau Yea
Burrows Yea
Rosa Yea
Pavidis Yea

Marshall Middle School (Non-Priority Site)

Secretary Darris-O'Connor moved to authorize the Superintendent to submit a Statement of Interest to the Massachusetts School Building Authority for the Marshall Middle School, 15 Floyd Street, as a non-priority site, identifying deficiencies under Priority Categories 4, 5, and 7, and acknowledging that submission does not guarantee acceptance or funding.

Member Rosa seconded the motion.

Darris-O'Connor Yea
Favreau Yea
Burrows Yea
Rosa Yea
Pavidis Yea

9. New Business

a. AFSCME Contract-Review of Ratified Contract

Town Manager Chris Dillon presented a redlined tentative agreement between the Town and the AFSCME Union, noting that negotiations began in late summer/early fall. He explained that the agreement updates the union representation from IUPE to AFSCME and includes various administrative and clerical corrections throughout the document.

Mr. Dillon highlighted several key changes, including the removal of four positions from the union contingent upon Town Meeting approval: Payroll Coordinator, Veterans Head Clerk, DPW Administrative Clerk, and Police Head Clerk. He also noted that the Senior Clerk position would be removed from the wage classification and that the wage scale has been streamlined to eliminate outdated or unused positions.

The agreement includes title updates for several classifications and introduces additional steps within the wage scale to address compression issues and better align salaries with market rates. Mr. Dillon explained that a significant portion of the union had previously reached the top step, limiting opportunities for wage progression.

The proposed contract includes cost-of-living adjustments (COLA) of 2% effective July 1, 2026; 2% effective July 1, 2027; and 2% effective July 1, 2028.

Additional updates include clarifications to vacation and sick leave provisions, with revised language and examples intended to improve consistency in interpretation. Modifications were also made to the sick bank provisions, while maintaining Town representation.

Mr. Dillon further noted that language has been added to ensure proper employee placement within the updated pay structure, addressing prior inconsistencies. He concluded by offering to answer any questions from the Board.

Board members discussed the proposed AFSCME agreement, noting that many of the revisions reflected general language clean-up and modernization of the document. Questions were raised regarding the financial impact of adjustments to the wage scale, particularly the addition of new steps intended to bring certain positions to market rate. It was noted that, in addition to the 2% cost-of-living adjustments, employees would have the opportunity for step increases of approximately 4% between levels.

The Town Manager advised that the estimated cost of the agreement is approximately \$125,000 in the first year for 37 members, with reduced costs in subsequent years. It was further clarified that these costs are not included in the FY27 operating budget and will instead be presented as a separate warrant article for Town Meeting approval.

Members expressed appreciation for the good faith negotiations conducted by the bargaining team and indicated support for the agreement. Additional clarification was provided regarding the warrant process, noting that the AFSCME agreement will remain on the warrant for Town Meeting action, while other bargaining unit articles not requiring action may be withdrawn.

Motion:

Secretary Daniel Darris-O'Connor moved to approve the AFSCME collective bargaining agreement as ratified and authorize the Town Manager to execute the agreement.

Member Rosa seconded the motion.

| | |
|------------------------|------------|
| Darris-O'Connor | Yea |
| Favreau | Yea |
| Burrows | Yea |
| Rosa | Yea |
| Pavidis | Yea |

10. Old Business

a. Champions Signs - Select Board Subcommittee Update

Assistant Town Manager Ann Marie Casey requested that the Chair open the Champion Sign Select Board Subcommittee meeting, which was held in tandem with the Select Board meeting to allow for discussion and potential action.

Motion

Chair Pavidis called the subcommittee meeting to order.

Vice Chair Burrows Seconded the motion.

John Burrows Yea
Jillian Pavidis Yea

Ms. Casey summarized the subcommittee’s initial meeting held on March 20, noting that a draft policy (to be refined as rules and regulations) had been reviewed, along with discussion of potential signage locations, future digital signage options, and the possible use of a URL to accompany physical signage.

Ms. Casey further explained that the March 20 meeting had not been properly posted due to an administrative error. In consultation with Town Counsel, the issue was being remedied by summarizing the prior meeting, confirming that no votes were taken, and ensuring proper documentation moving forward.

Discussion among members included clarification of the meeting structure and compliance with Open Meeting Law requirements. The Board confirmed that the subcommittee meeting had been separately posted and was being conducted concurrently to allow for deliberation.

Members discussed elements of the draft rules and regulations, including potential signage formats, recognition categories, and the development of a complementary digital presence. The proposed purchase of a user-friendly URL, BillericaWins.com, was presented as a way to provide accessible information without reliance on QR codes.

Board members expressed general support for the concept, including the purchase of the URL and continued development of the program. The estimated cost of the URL was approximately \$85 for a three-year term.

MOTION

Secretary Darris-O’Connor moved to authorize the Assistant Town Manager to purchase the BillericaWins.com URL.

Member Rosa seconded the motion.

Darris-O’Connor Yea
Favreau Yea
Burrows Yea
Rosa Yea
Pavidis Yea

SUBCOMMITTEE ADJOURNMENT

Chair Pavidis moved to close the Champion Sign Subcommittee meeting.

Assistant Town Manager Ann Marie Casey seconded the motion.

John Burrows Yea
Jillian Pavidis Yea

11. Town Manager’s Report

Town Manager Chris Dillon provided an update on various Town matters.

Mr. Dillon commended Facilities Director Robert Sallese and staff for completing renovations to the Town Hall bathrooms, noting the work had been ongoing for approximately one to two months.

He reported that one of the boilers at Town Hall had failed. While the building remains operational due to multiple boilers, the Facilities Department is currently obtaining pricing for both repair and potential replacement due to the unit's age.

Mr. Dillon also provided an update on the planned Liberty Tree installation, which is scheduled for April 21. Regarding Parker Street, Mr. Dillon noted that staff met to discuss concerns raised by residents, including signage, traffic flow, and safety issues. The Department of Public Works (DPW) is developing recommendations, which are expected to be brought before the Board at a future meeting.

Mr. Dillon announced that the Fire Department has been awarded a grant of approximately \$24,996 to purchase SCBA cylinders for air packs, which will help replace aging equipment.

He further reported on ongoing DPW initiatives related to MS4 permitting and noted that the Town has submitted multiple congressional direct spending grant requests through the offices of Senators Warren and Markey, as well as Congressman Moulton. Additional funding discussions are ongoing with Senator Friedman's office.

Board Comments

Vice Chair Burrows thanked Facilities Director Robert Sallese and staff for their work, noting their skill and the cost savings provided to the Town. He raised concerns regarding the Liberty Tree location, including potential growth impacting power lines, and noted that Parker Street conditions appear to be improving while supporting ongoing DPW efforts. He also acknowledged the Fire Department's grant and DPW's continued work.

Secretary Darris-O'Connor thanked the Town Manager for the report and noted a recent conversation with Senator Friedman, expressing appreciation for staff pursuing funding opportunities and appropriations.

Member Rosa praised the Facilities Department for the quality and cost-effectiveness of in-house projects, including the Town Hall bathroom renovations. He commented that the Liberty Tree location and size had been previously reviewed and discussed concerns regarding Parker Street, including the need to revisit speed limits. He also emphasized the importance of addressing stormwater infrastructure, particularly both public and private culverts, and acknowledged the Fire Department grant and legislative support.

Member Favreau thanked the Town Manager and Facilities staff and requested consideration of tracking cost savings from in-house projects for transparency. She supported DPW recommendations regarding Parker Street, raised a safety concern related to roadway conditions, and expressed support for involving community groups in environmental initiatives. She also inquired about the timeline for congressional funding decisions and supported continued grant efforts.

Chair Pavidis thanked the Town Manager for the report and acknowledged the work of the Facilities Department.

12. Meeting Schedule

April 27, 2026 & May 4, 2026

13. Adjournment

Secretary Darris-O'Connor moved to adjourn at 7:01 PM

Member Rosa seconded the motion.

Darris-O'Connor Yea
Favreau Yea
Burrows Yea
Rosa Yea
Pavidis Yea

Minutes submitted to the SB by Kerri Rufo on 04/14/26

Draft Minutes sent to the 04/27/26 Electronic Folder on 04/14/26

Minutes Approved at the _____ SB Meeting

Documents

6. Consent

- a. Gift acceptance- From-Thomas & Suzanna Fedorka-\$250.00-Library- For the Library's (Children Dept.)
- b. Gift acceptance- From Ronald McCarthy-\$100.00-Veterans- Utilization for Veterans (Events)
- c. Gift Acceptance- From Billerica Christmas Parade-\$1750.00-Veterans-Supporting Veterans
- d. Gift acceptance -From Lowell Five Bank-\$1500.00-Town Accountant-(Food Assistance)
- e. Appointment- Annette Nazziwa-Billerica Scholarship Committee (Term ending 6/30/28)
- f. Appointment- Marlies Henderson-Billerica Historic Commission (Term ending 6/30/28)
- g. Appointment- Keith Lavon-Alternate Billerica Historic Commission (Term ending 06/30/27)
- h. Appointment- Meaghen Murphy-Alternate-Historic District Commission (Term Ending 06/30/29)
- i. Citation- James Tildsey
- j. Common Victualler- Starbucks-480 Boston Road
- k. Common Victualler- Dave's Hot Chicken-480 Boston Road
- l. Common Victualler- Subway-480 Boston Road

7.Public Hearing

a. Continued-National Grid/Verizon-WO# 31250342 - (Bayberry Lane) Complete application and documents

b. Piyan-moved to the 4/27/26 Select Board meeting

8. New Business (Quick Items)

- a. Northern Middlesex Regional Housing Service Office (NMRHSO) Intermunicipal Agreement Approval
- b. Discussion and Vote on prior MOA regarding healthcare
- c. Statements of Interest (SOI) for the Locke Middle School (priority site) and the Marshall Middle School (non-priority site) for your review and approval.

9. New Business

- a. AFSCME Contract-Review of Ratified Contract

10. Old Business

- a. Champions Signs – Draft policy from Ann Marie Casey

11. Town Manager's Report

04/09/26 Town Managers Report

Billerica Select Board Policies and Procedures

Memorial Bench Application

(Michaela Michaux)

| | | | |
|--|---|-----------------------------------|---|
| Name: | The Billerica Playground Project | | |
| Address: | 7 Ichabod Lane Billerica | | |
| Phone #: | 978-284-0990 | | |
| Email: | thebillericaplaygroundproject | | |
| Preferred Location: | 1. The Old Ditson Park - In Playground Area | | |
| | 2. | | |
| | 3. | | |
| New or Existing? | <input checked="" type="checkbox"/> New | <input type="checkbox"/> Existing | |
| Plaque Selection: | | | |
| <input checked="" type="checkbox"/> In Honor Of: | Name: | Doreen "Doe" Ritchie Healy | Dedicated Month & Year June 13 |
| <input type="checkbox"/> In Memory Of: | Name: | ↗ | Dedicated Month & Year |
| I have read the Memorial Bench Policy and agree to abide by its terms. | | | |
| Signature: | Michaela Michaux | | |
| Please submit this application to: | | | |
| Town of Billerica Select Board Office 365 Boston Road Room 203 Billerica, MA 01821 | | | |

Location approved

(Handwritten signature)

TOWN OF BILLERICA

Schedule of Departmental Payments to the Treasurer

Dept. Select Board

11228-43601

Date:

4/15/2026

| From Whom | Source | Amount | Total |
|--|------------|---------------|--------------------|
| Committee to elct John J. Burrows Memorial Bench Michaela Michaud | CK#2736766 | \$ 1,480.28 | \$ 1,480.28 |
| Sunstar Vending Inc 325 New Boston Street Woburn, MA 01801 For Fun City Certi mail | CK #1554 | \$ 915.70 | \$ 915.70 |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | Total: | \$ 2,395.98 |

RECEIVED OF SELECT BOARD:

Two Thousand Three Hundred Ninty-Five and 98/100

Treasurer

Sunstar Vending Inc.
325 New Boston Street
Woburn, MA 01801

Citizens Bank
5-7017/2110

1554

4/28/26

PAY TO THE ORDER OF

Town of Billerica

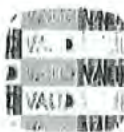
\$ 915.70

Nine Hundred Fifteen Dollars 70 cents

DOLLARS

MEMO

Licenses & permits Fun City
Est. m. 17



[Handwritten Signature]

AUTHORIZED SIGNATURE

M 658730

THIS DOCUMENT HAS A VOID PANTOGRAPH, HIGH RESOLUTION BORDER, CHEMICALLY REACTIVE PAPER, FLUORESCENT FIBERS AND A WATERMARK. ABSENCE OF THESE FEATURES WILL INDICATE A COPY.

ROCKLAND TRUST

Branch: 622

TREASURER'S CHECK

2736766

53-447

113

IF THIS CHECK IS LOST OR STOLEN, AN INDEMNITY BOND WILL BE REQUIRED FOR REPLACEMENT.

DATE April 30, 2026

REMITTER COMMITTEE TO ELECT JOHN J. BORROWS

*****1,480.28

PAY ONE THOUSAND FOUR HUNDRED EIGHTY AND 28/100

TO THE ORDER OF TOWN OF BILLERICA

Doreen "Doe" Ritchie Healy

Deem Kern

AUTHORIZED SIGNATURE

Declan Kelleher

PURPOSE *Michela Memorial Bench*

PRINTED NAME

from John Burrows Election fund

Kerri Rufo

From: Michaela Michaud <mmichaud722@gmail.com>
Sent: Tuesday, March 24, 2026 10:37 AM
To: Dawn McDowell
Cc: Robert Sallese; Kerri Rufo
Subject: Re: Memorial Bench

[EXTERNAL EMAIL]

DO NOT CLICK links or open attachments unless you recognize the sender and know the content is safe.

Thank you Dawn, Kerri, and Bob for all your help with this! You guys are amazing!

On Tue, Mar 24, 2026 at 8:43 AM Dawn McDowell <dmcdowell@billerica.gov> wrote:

Hi Michaela,

This is good news that the bench selected by the Board are in compliance. I've added Kerri to the email. She is going to talk with the DPW to see how these benches will get ordered in time for the June 13th event.

Thank you!

Dawn

From: Robert Sallese <rsallese@billerica.gov>
Sent: Thursday, March 19, 2026 3:18 PM
To: Michaela Michaud <mmichaud722@gmail.com>; Dawn McDowell <dmcdowell@billerica.gov>
Subject: RE: Memorial Bench

Hi Dawn,

These specifications appear to be in line with existing benches at the Ditson playground as well as the Towns other playgrounds. It does comply with CPSI and ASTM Standards for safety performance specification for Playground equipment for public use.

Thanks,

Bob Sallese

Town of Billerica

Facilities Director

365 Boston Rd

Billerica, MA 01821

bsallese@town.billerica.ma.us

508-423-9616

Certified Playground Safety Inspector

Cert # 63507-0318

From: Michaela Michaud <mmichaud722@gmail.com>

Sent: Thursday, March 19, 2026 10:48 AM

To: Dawn McDowell <dmcdowell@billerica.gov>

Cc: Robert Sallese <bsallese@billerica.gov>

Subject: Re: Memorial Bench

You don't often get email from mmichaud722@gmail.com. [Learn why this is important](#)

[EXTERNAL EMAIL]

DO NOT CLICK links or open attachments unless you recognize the sender and know the content is safe.

Hi Dawn,

Thank you so much! I'll also be reaching out to you and Jill this weekend about the booth! As always thank you so much for your help!

Michaela

On Thu, Mar 19, 2026 at 10:32 AM Dawn McDowell <dmcowell@billerica.gov> wrote:

Hi Michaela,

Great talking with you this morning! Here's the Select Board's bench policy. In reading it, it does look its resin material, so I've included Bob Sallesse on this email as well. Bob, could you look at the specifications in the policy and see if that would comply with Playground requirements. This is looking to be installed at the Ditson Park.

Thanks!

Dawn McDowell

Director of Administrative Services

Town of Billerica

55 King Street
Swampscott, MA 01907
May 4, 2026

Town of Billerica
365 Boston Road
Billerica, MA 01821
Memo: Memorial Bench

RE: Attached Email of 4/30/2026


Attached please find check #9015 in the amount of \$1,480.28 payable to the Town of Billerica for a Memorial Bench.

Please note the preferred locations as well as which is my priority are shown below:

- #1. PHR Tennis Courts - PRIORITY LOCATION
- #2. PHR Skate Park
- #3. PHR Walking Path

Please advise if you should need anything further.

Thank you


Linda Huber

Memorial Bench Linda Huber

From: Kerri Rufo (selectboard@billerica.gov)

To: linnett52@verizon.net

Date: Thursday, April 30, 2026 at 12:52 PM EDT

Thank you for your request for a memorial bench in the Town of Billerica. We have received your application and are happy to move forward with the next steps.

The current cost of the bench is \$1,480.28, which does not include the cost of the plaque. Please note that this is the current price and is subject to change (particularly due to shipping costs) if not secured within 30 days of today's date.

To secure and order the bench, please submit a check in the amount of \$1,480.28, made payable to the Town of Billerica:

Town of Billerica
365 Boston Road
Billerica, MA 01821
Memo: Memorial Bench

Below are the current available locations for memorial bench placement:

Kids Connection

Kohlrausch Playground

Kohlrausch Walking Path

Micozzi Beach

PHR Walking Path #3

PHR Skate Park #2

PHR Tennis Courts #1 - Priority

Pinehurst Park Playground

Pinehurst Park Walking Path

VVP Upper Green

VVP Disc Golf Course

Please provide three (3) preferred locations, with your first choice indicated as your priority, when submitting your payment.

Once the bench has been ordered and received, we will contact you regarding installation and next steps.

Please note that while the Town will install and maintain the bench as part of its regular operations, the Town is not responsible for damage, theft, or vandalism.

If you have any questions, please feel free to reach out.

Kerri Rufo

Executive Confidential Assistant to the Billerica Select Board

This e-mail notice is provided for informational purposes only and any discussion should take place at a properly posted meeting.

9015

W. TRACHTENBERG-HUBER TRUST DATED 9/30/14

01907

DATE 5/4/20

\$1,480 ²⁹/₁₀₀ DOLLARS

and 29/100

PAY TO THE ORDER OF

Me for sum of Billionaire

INSTITUTION FOR SAVINGS

TOGETHER SINCE 1801

Huber Huber in handwriting - Huber





SELECT BOARD
TOWN HALL
365 BOSTON ROAD
BILLERICA, MASSACHUSETTS 01821
978-671-0939
FAX: 978-671-0947

Jillian K. Pavidis, *Chair*
 John J. Burrows, *Vice Chair*
 Daniel R. Darris-O'Connor, *Secretary*
 Michael S. Rosa, *Member*
 Dina M. Favreau, *Member*

GIFT ACCEPTANCE FORM

TO: Town Accountant

FROM: Joe St. Germain / Billerica Public Library Department Head/Department

The above officer or department has requested acceptance of the following gift pursuant to Massachusetts General Laws, Chapter 44, Section 53A and further requests that the Select Board authorize the expenditure of funds for the stated purpose.

Name of Party Offering Gift: Sandra Libby

Address of Gift Giver: 371 Boston Road Billerica, MA 01821

Amount of the Gift: \$ 3 Dunkin Donuts gift cards (total value \$65.00)

Purpose for Which Gift Has Been Offered: To be awarded during the annual Luck Poetry Contest.

Purpose for which Gift will be Expended: Will be awarded during the annual Luck Poetry Contest.

Letter Accompanying Gift Attached - See attached.

APPROVAL OF RECEIPT AND EXPENDITURE OF GIFT BY THE SELECT BOARD

At a meeting of the Select Board on _____, the Select Board voted to authorize the expenditure of gift funds for the purpose described above.

Jillian K. Pavidis, Chair

John J. Burrows, Vice Chair

Daniel R. Darris-O'Connor, Secretary

Michael S. Rosa, Member

Dina M. Favreau, Member

Town Manager: _____

Date _____

America's Yankee Doodle Town



SELECT BOARD
TOWN HALL
365 BOSTON ROAD
BILLERICA, MASSACHUSETTS 01821
978-671-0939
FAX: 978-671-0947

Jillian K. Pavidis, *Chair*
John J. Burrows, *Vice Chair*
Daniel R. Darris-O'Connor, *Secretary*
Michael S. Rosa, *Member*
Dina M. Favreau, *Member*

GIFT ACCEPTANCE FORM

TO: Town Accountant

FROM: Joe St. Germain / Billerica Public Library Department Head/Department

The above officer or department has requested acceptance of the following gift pursuant to Massachusetts General Laws, Chapter 44, Section 53A and further requests that the Select Board authorize the expenditure of funds for the stated purpose.

Name of Party Offering Gift: Sandra Libby

Address of Gift Giver: 371 Boston Road Billerica, MA 01821

Amount of the Gift: \$ 32 scrapbooking shape punches (Value: ~\$800); 60 rubber stamps and some scrapbook tools (Value: ~\$400)

Purpose for Which Gift Has Been Offered: To be used for Library programs.

Purpose for which Gift will be Expended: Will be used for Library programs.

Letter Accompanying Gift Attached - See attached.

APPROVAL OF RECEIPT AND EXPENDITURE OF GIFT BY THE SELECT BOARD

At a meeting of the Select Board on _____, the Select Board voted to authorize the expenditure of gift funds for the purpose described above.

Jillian K. Pavidis, Chair

John J. Burrows, Vice Chair

Daniel R. Darris-O'Connor, Secretary

Michael S. Rosa, Member

Dina M. Favreau, Member

America's Yankee Doodle Town



SELECT BOARD
TOWN HALL
365 BOSTON ROAD
BILLERICA, MASSACHUSETTS 01821
978-671-0939
FAX: 978-671-0947

Jillian K. Pavidis, *Chair*
John J. Burrows, *Vice Chair*
Daniel R. Darris-O'Connor, *Secretary*
Michael S. Rosa, *Member*
Dina M. Favreau, *Member*

Town Manager: _____

Date _____

America's Yankee Doodle Town

Agenda Item #7

PRESENTATIONS

Agenda Item #8

PUBLIC HEARINGS

4/26/26
27
5/18

All Alcohol, Ent, Com Vic



LICENSE APPLICATION
BILLERICA SELECT BOARD

Fee Paid: \$ _____

ACTION: NEW or CHANGE

| | | |
|--|-----------------------------------|-------------------------|
| Licensee of Business: Playoff Sport Bar LLC | | |
| Doing Business As: Playoff Sport Bar | | |
| Street Address: 512 Middlesex Turnpike, Billerica, MA, 01821 | | Assessors Plate/Parcel: |
| Phone #: 6175010608 | Zip Code: 01821 | Tax ID #: 41-4087631 |
| Alt. Phone #: | Email: expressopizza131@gmail.com | |

DESCRIPTION OF PREMISES:

Include # floors, total SF, # of patron restrooms, entrance/exit locations, etc. Use additional attachments if necessary and attach a plot plan of the premises if there are exterior changes.

The building offers 2 bars on the first floor and an additional bar and function area on the second floor. There is a patio which holds 40 additional seats. Total seated capacity is 155, 3,848 SF.
5 Exits, 1 main entrance.

REQUIRED SIGNATURES: (Obtain necessary approvals before submission)

| | |
|--|---------------|
| <u>Building Inspector:</u> <i>Mark G. Jones</i> | Date: 4-1-26 |
| Comments: | |
| <u>Board of Health:</u> <i>Kristin P...</i> | Date: 4/1/26 |
| Comments: Applicant in process to obtain Food Operations Permit. | |
| <u>Police:</u> <i>Lt Sam Cady</i> | Date: 4/24/26 |
| Comments: | |
| <u>Fire:</u> <i>[Signature]</i> | Date: 4-2-26 |
| Comments: | |
| <u>Treasurer:</u> <i>Olivia Sasso</i> | Date: 4/15/26 |
| Comments: | |

| | | |
|--|----------------------|----------------------------------|
| Manager's Name: ALEX DOS SANTOS EVORAS | | |
| Street Address: 45 BRENTWOOD ST, | | |
| City/Town/State/Zip: MANDEN, MA 02148 | | |
| Phone #: 6175010608 | Tax ID #: 41-4087631 | Email: expressopit2131@gmail.com |

Your Information

Payment

Receipt

Payment Confirmation

YOUR PAYMENT HAS PROCESSED AND THIS IS YOUR RECEIPT

Your account has been billed for the following transaction. You will receive a receipt via email.



Transaction Processed Successfully.

INVOICE #: 201f7a1d-3888-427c-b6a7-a8466044f152

| Description | Applicant, License or Registration Number | Amount |
|--------------------|---|-----------------|
| FILING FEES-RETAIL | Playoff sports Bar LLC | \$200.00 |
| | | \$200.00 |

Total Convenience Fee: **\$5.18**

Date Paid: **3/17/2026 2:43:24 PM EDT**

Total Amount Paid: **\$205.18**

Payment On Behalf Of

License Number or Business Name:
Playoff sports Bar LLC

Fee Type:
FILING FEES-RETAIL

Billing Information

First Name:
Lucas

Last Name:
Moya

Address:
614 washington st

City:
Lynn

State:
MA

Zip Code:
01901

Email Address:
L.moya@mankafsc.com

Requested Hours of Operation: (For new application or for change on license)

| |
|-----------------------------------|
| Weekday (Monday-Friday): 11am-1am |
| Saturday: 11am-1am |
| Sunday: 11am-1am |

LICENSE TYPE REQUESTED:

| | | | |
|--|---|---|-----------------------------------|
| LIQUOR (Circle Option): | <u>On-Premise Retail (S12)</u> | Wine & Malt | <u>All Alcohol</u> |
| | Off Premise Retail (S15) | Wine & Malt | All Alcohol |
| Type of Business S12 Only: | | Club | Hotel/Innkeeper <u>Restaurant</u> |
| 1-Day Special: | Wine & Malt | All Alcohol (Non-profit Organizations Only) | |
| COMMON VICTUALLER (Circle Option): | <u>Restaurant</u> | Innholder | Cafeteria |
| ZBA/Special Permit?: Provide Copy if Yes | <input checked="" type="checkbox"/> YES | <input type="checkbox"/> NO | |
| MOTOR VEHICLE (Circle Option): | Class I | Class II | Class III |
| HAZARDOUS MATERIAL STORAGE (List Type): | | | |
| ENTERTAINMENT: | | | |
| Weekday: (Per MGL, Ch. 140, Section 183A): 11am- 1am | | | |
| Sunday: (Per MGL, Ch. 136 – Form 90 Required): 11am - 1am | | | |
| Type of Entertainment: | | | |
| Pool Tables, Recorded Music, TVs and Arcade Games (Buck Hunter, Golden Tee) | | | |
| AMUSEMENT DEVICE (Per MGL, Ch.140, Section 177A) | | | |
| # of Total Devices: | | | |
| Enter Each Device Separately. Name of Machine and Serial #. Use separate paper if necessary. | | | |
| #1: TBD | #5: | | |
| #2: | #6: | | |
| #3: | #7: | | |
| #4: | #8: | | |
| OTHER (Circle Option): | | | |
| Taxi | Livery | Bowling | Auctioneer Other: _____ |
| Licensees Signature: | <u><i>Alex Dos Santos Evoras</i></u> <small>Alex Dos Santos Evoras (Apr 14, 2026 15:01:47 EDT)</small> | Date: 04/14/2026 | |
| Title: LLC Manager | | | |
| The applicant certifies compliance with all Rules, Regulations, Laws and By-Laws in effect at this time. Under the penalties of perjury, the signature below certifies the above information as true and correct to the best of their knowledge and belief. False statements can result in immediate license revocation. | | | |

NAME OF INDIVIDUAL OR CORPORATION THAT PAYS REAL ESTATE TAXES TO THE TOWN OF BILLERICA:

Five Twelve Middlesex, LLC

Public Hearing - Playoffs

5/18



Town of Billerica Police Department

6 Good Street
Billerica, Ma 01821
(978) 215-9621 Fax (978) 215-9674
scoffey@billericapolice.org

Public Hearing
Playoffs
All Alcohol
Ent.
Com. Lic

April 22, 2026

To: Select Board, Town of Billerica
From: Lt. Sean P. Coffey
Re: Playoffs Sports Bar

Board Members,

On April 15, 2026 I received an application from Playoffs Sports Bar LLC, doing business as *Playoffs Sports Bar*, for the following licenses:

- **New SS12 Restaurant All Alcoholic Beverages License (on-premises)**
- **Common Victualler License**
- **Entertainment License**

The proposed restaurant will be located at 512 Middlesex Turnpike. The establishment will have 3,848 square feet of space, seating for 155 patrons (this includes 2 bars and a patio area), and operating hours of:

- **Sunday–Saturday: 11:00 AM – 1:00 AM**

Playoffs Sports Bar LLC holds Tax ID #001946186

A background/CORI check was conducted on primary Manager Alex Dos Santos Evoras and secondary Manager Diego Soares Pereira, with no findings. Mr. Evoras also holds a current ServSafe certification. I reviewed the Billerica Rules and Regulations governing liquor licenses with Mr. Evoras, and he demonstrated a clear understanding of the Town's expectations for compliance.

Based on the above, I recommend approval of the requested licenses.

Respectfully submitted,

Lt. Sean P. Coffey

Lt. Sean P. Coffey



Town of Billerica Police Department

6 Good Street
Billerica, MA 01821
(978) 215-9621 Fax (978) 670-2762
www.billericapolice.org

Criminal Record Background Check

Date: 04/12/2026

Release: I, Alex Dos Santos Evoras

Name of Applicant

[REDACTED]

Date of Birth

allow the Town of Billerica Police Department to search my records to ascertain information on my personal history.

Authorization for Personal History:

This authorization will give the Billerica Police Department permission to research your background, personal history and character references.

Alex Evoras

Alex Dos Santos Evoras (Apr 14 2025 15:01:47 EDT)

Signature of Applicant

Application Approved: _____

Application Denied: _____

Reason: _____

Playoff Admin info.

Kerri Rufo

From: Ivria Fried <ifried@harringtonheep.com>
Sent: Thursday, April 23, 2026 12:15 PM
To: Kerri Rufo
Cc: Dawn McDowell
Subject: Re: Playoff-Alcohol/com Vic/Ent License-part 2!!!

[EXTERNAL EMAIL]

DO NOT CLICK links or open attachments unless you recognize the sender and know the content is safe.

Hi Kerri,

Issuance of an Entertainment License pursuant to G.L. c. 140, § 183A does not require newspaper publication or notification of abutters under state law. The statute requires only that the applicant receive written notice of the hearing at least seven days in advance.

Although state law does not mandate any broader notice prior to issuance of an entertainment license, many municipalities impose additional notice requirements by bylaw or as a matter of local practice. I do not see any provision in Billerica's bylaw that requires such notice. That said, if providing notice has been the Town's established practice, I question whether departing from that practice at this point is advisable, or whether it may simply invite additional questions or challenges.

Is there a particular reason Dawn believes that abutter or newspaper notice is required in this instance?

By contrast, notice to abutters is expressly required prior to the issuance of a liquor license.

Best,
Ivria



Ivria Glass Fried (she/her)

Partner at Harrington Heep LLP

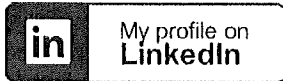
direct 617-804-2427

email ifried@harringtonheep.com

website harringtonheep.com

address 40 Grove Street, Suite 190 Wellesley, MA 02482

Follow Us:



From: Kerri Rufo <selectboard@billerica.gov>
Date: Thursday, April 23, 2026 at 11:41 AM
To: Ivria Fried <ifried@harringtonheep.com>
Cc: Dawn McDowell <dmcowell@billerica.gov>
Subject: Playoff-Alcohol/com Vic/Ent License-part 2!!!

Ivria,

I should have sent you the original legal ad (Attached). As I said, they were scheduled to be on the 27th. There application was inconsistent so we asked them to resubmit. They are now adding Entertainment and Sunday hours. 11-1:00AM Every day. The previous restaurant had a stage.

Here is agenda item, clearly the SB will oen the hearing and continue it.

1. Playoff Sports Bar LLC, 512 Middlesex Turnpike

Public Hearing- Request for approval of a new §12 Annual All Alcohol Restaurant License and Common Victualler License for Playoff Sports Bar LLC, with Alex Dos Santos Evoras as Manager of Record, including approval of an Entertainment License pursuant to M.G.L. c. 140, §183A, and proposed hours of operation Monday through Saturday 11:00 AM – 1:00 AM and Sunday 11:00 AM – 1:00 AM.

Kerri Rufo
Executive Confidential Assistant to the Billerica Select Board

This e-mail notice is provided for informational purposes only and any discussion should take place at a properly posted meeting.

THANK YOU for your ad submission!

Your ad has been submitted for publication. Below is a confirmation of your ad placement. You will also receive an email confirmation.

ORDER DETAILS

PREVIEW FOR AD NUMBER NY01737870

Order Number:
 NY0173787
Order Status:
 Submitted
Classification:
 General Legal Notices & Bids
Package:
 Legals MA
Site:
 ma-legals
Final Cost:
 \$350.19
Referral Code:
Payoffs
Payment Type:
 Account Billed
User ID:
 W0014327
Username:
 1380509

**Town of Billerica
 Select Board**
 The Billerica Select Board will hold a Public Hearing on Monday, April 27, 2026, at 6:00 PM, at Town Hall, 365 Boston Road, Billerica, MA, and via remote participation (Zoom: <https://us02web.zoom.us/j/83477138002>; Phone: 1-929-205-6099), to consider the application of:
 Playoffs Sports Bar LLC,
 512 Middlesex Turnpike,
 Billerica, MA
 For a Common Victualler License and All Alcohol License pursuant to M.G.L. Chapter 138.
 Proposed Hours of Operation:
 Monday through Saturday: 8:00 AM – 2:00 AM
 Sunday: 10:00 AM – 2:00 AM
 All interested parties may be heard.
BILLERICA SELECT BOARD
 04/13/26 & 4/20/26
 #NY0173787

ACCOUNT INFORMATION

BILLERICA SELECT BOARD MA Legals
 TOWN HALL 365 BOSTON ROAD
 BILLERICA, MA 01821
 978-671-0939
 selectboard@billerica.gov
 BILLERICA SELECT BOARD

[<< Click here to print a printer friendly version >>](#)

TRANSACTION REPORT

Date
 April 7, 2026 11:21:48 AM EDT
Amount:
 \$350.19

ADDITIONAL OPTIONS

2 Affidavits

AFFIDAVIT OF PUBLICATION

STATE OF MASSACHUSETTS,
Middlesex County ss:
City of Lowell

Michele Sisco-Martin residing in Kingston, NY, being duly sworn, deposes and says that she is the Regional Legal Clerk of **Media News Group**, a Corporation duly organized under the laws of the State of Massachusetts; that said Corporation is the publisher of **The Sun**, a daily newspaper published in the City of Lowell, County of Middlesex and State of Massachusetts, and that the notice of which the annexed is a printed copy, has been regularly published in **The Sun**.

Once Weekly for **Two Weeks**

To wit: **04/13, 04/20, 2026**

Town of Billerica
Select Board
The Billerica Select Board will hold a Public Hearing on Monday, April 27, 2026, at 6:00 PM, at Town Hall, 365 Boston Road, Billerica, MA, and via remote participation (Zoom: <https://us02web.zoom.us/j/83477138002>; Phone: 1-929-205-6099), to consider the application of:
Playoffs Sports Bar LLC,
512 Middlesex Turnpike,
Billerica, MA
For a Common Victualer License and All Alcohol License pursuant to M.G.L. Chapter 138.
Proposed Hours of Operation:
Monday through Saturday: 8:00 AM – 2:00 AM
Sunday: 10:00 AM – 2:00 AM
All interested parties may be heard.
BILLERICA SELECT BOARD
04/13/26 & 4/20/26
#NY0173787

Michele Sisco-Martin

Sworn to before me this
04/20/26

Kathi L Davis
Notary Public

KATHI L DAVIS
NOTARY PUBLIC, STATE OF NEW YORK
Registration No. 01DA6410130
Qualified in Ulster County
Commission Expires October 19, 2028

SCHEDULE FOR AD NUMBER NY01737870

April 13, 2026

The Lowell Sun Legals

April 20, 2026

The Lowell Sun Legals



MAR 26 2026

Board of Assessors
Town Hall
365 Boston Road
Billerica, Massachusetts 01821

JOHN B. SPEIDEL, *Chairman*
RICHARD J. SCANLON, *Associate*
RICK LADD, *Associate*

Tele: (978) 671-0971
assessors@townbillerica.ma.us

ABUTTERS LIST R

Name ALEX DOS SANTOS EVORAS
Address of Property 512 Middlesex Turnpike, Billerica, MA, 01821
Telephone Number 6175010608

Date 3/26/26

I request one copy of the following abutters list and three copies of the service shall be \$2.00 per name. The list shall be available five to ten

Signature of applicant [Handwritten Signature]

Types of Abutter

There are four types of abutters lists which may be required in the Town approval from and the particular request you are making determines the board or commission to determine which of the following will be required.

(Circle one - If no letter is circled a "D" list will be prepared.)

A. Direct Abutters - Direct Abutters to Parcel and

This list contains direct abutters only. Properties across public roads, discontinued, are not included. (This list should include direct abutters if construction is involved.)

B. Abutters Within 100 Feet

This list contains all abutters within 100 feet of the parcel, including abutters on borders or bodies of water.

C. Abutter to Abutter Within 300 Feet

This list contains abutters to direct abutters within 300 feet of the subject parcel and the abutting property within 300 feet, the

D. All Property Owners Within 300 Feet OR (Cell #) _____

(Please circle 300 feet or 500 feet)

This list contains all properties within 300 feet of the subject parcel. Abutters to abutter restrictions do not apply.

Office Use Only
40 Parcels - 1 Applicant - 1 Duplicates = 38 Total

Assessor's Signature John B. Speidel Date 3/26/26 Amount \$76.00

TOWN OF BILLERICA
Billerica, Massachusetts 01821

Payee Alex Dos Santos Evoras
the sum of \$76.00
For Abutters list
Account # 11418-43225
512 Middlesex (C)

BOARD OF HEALTH LIBRARY
 BUILDING POLICE
 ENGINEERING SELECTMEN
 FIRE DEPT. TOWN CLERK
 D. P. W. TREASURER
 ASSESSORS ELECTRICAL
 RECREATION PLUMBING
 DOG OFFICER SCHOOL
 BOARD OF APPEALS PLANNING BOARD

CASH CHECK MONEY ORDER

Handwritten notes on yellow paper:
435.22
350.19
785.41

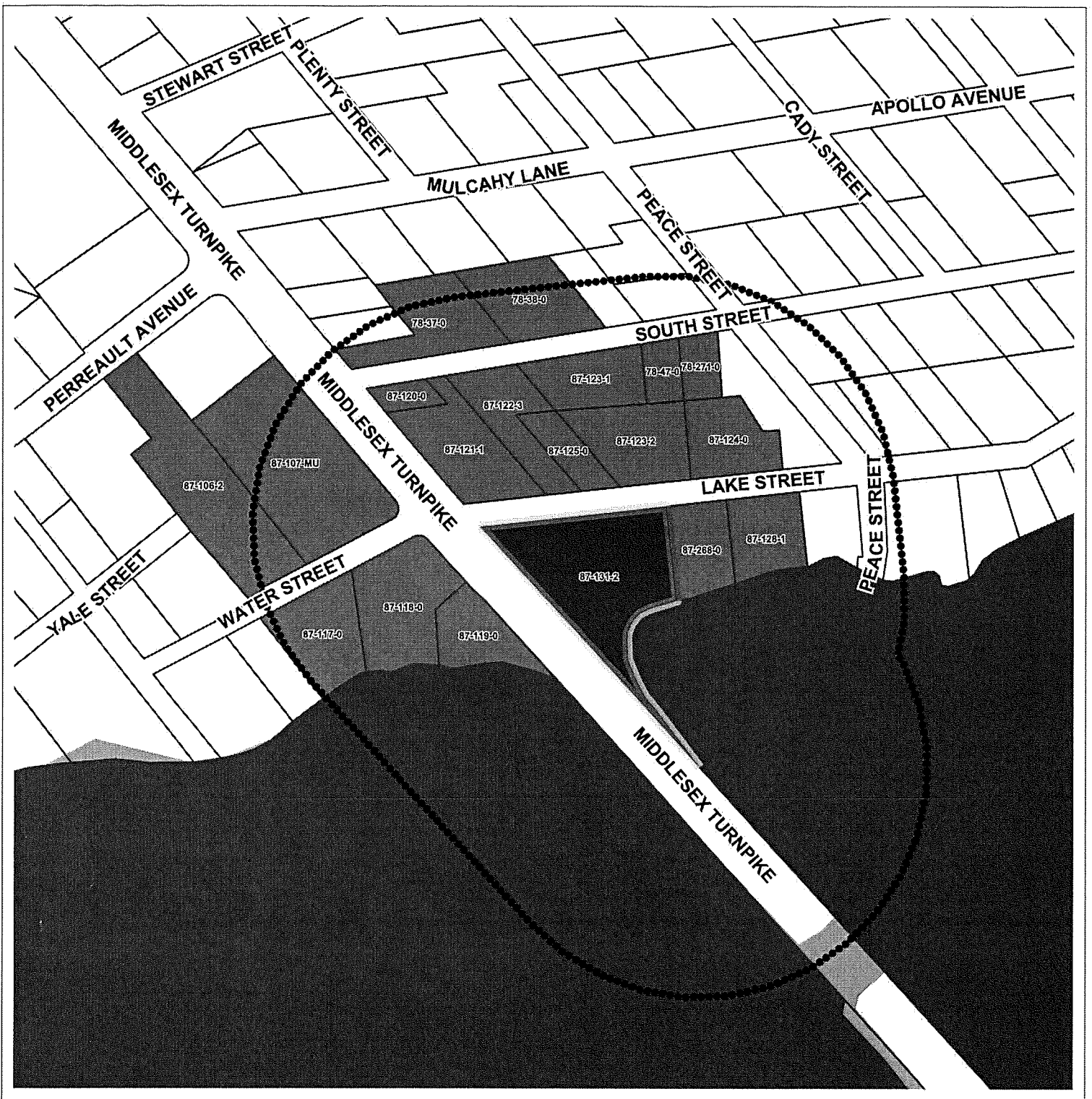
| PARCEL ID | LOCATION | OWNER 1 | OWNER 2 | ADDRESS 1 | ADDRESS 2 | CITY | STATE | ZIP CODE |
|-----------|--------------------------|--|-----------------------------|------------------------|-----------|--------------|-------|------------|
| 78-271-0 | 24 SOUTH ST | DOWNING ERIC B | | 24 SOUTH ST | | BILLERICA | MA | 01821-3848 |
| 78-37-0 | 33 SOUTH ST | ABELL TRACY L | O'NEIL ROBERT P. | 144 MAPLE ST. | | MALDEN | MA | 02148 |
| 78-38-0 | 31 SOUTH ST | KHANAPURKAR PARESH A | KHANAPURKAR MONA A | 31 SOUTH ST | | BILLERICA | MA | 01821-1533 |
| 78-47-0 | SOUTH ST | TRIDER TINA | | 24 SOUTH ST | | BILLERICA | MA | 01821 |
| 87-106-2 | 25 YALE ST | BIANCHINI ALBERT M, SR., TR. | BIANCHINI JOSEPHINE P., TR. | P O BOX 316 | | NUTTING LAKE | MA | 01865 |
| 87-107-1 | 505 MIDDLESEX TP UNIT 1 | KOUL ARUN | SHOKRI MARYAM | 8 BELLEVUE RD | UNIT 71 | ANDOVER | MA | 01810-4404 |
| 87-107-10 | 505 MIDDLESEX TP UNIT 10 | KHABIRY MASOUD | | 171 SWANTON ST | | WINCHESTER | MA | 01890 |
| 87-107-11 | 505 MIDDLESEX TP UNIT 11 | KOUL ARUN | | 505 MIDDLESEX TPKE #11 | | BILLERICA | MA | 01821 |
| 87-107-12 | 505 MIDDLESEX TP UNIT 12 | KOUL ARUN | | 505 MIDDLESEX TPKE #12 | | BILLERICA | MA | 01821 |
| 87-107-13 | 505 MIDDLESEX TP UNIT 13 | IRAHETA JENSON | | 55 LAKE ST | | BILLERICA | MA | 01821 |
| 87-107-14 | 505 MIDDLESEX TP UNIT 14 | IRAHETA JENSON | | 55 LAKE ST | | BILLERICA | MA | 01821 |
| 87-107-15 | 505 MIDDLESEX TP UNIT 15 | KHURANA MANBIR K | | 20 PARKHURST RD | | CHELMSFORD | MA | 01824 |
| 87-107-16 | 505 MIDDLESEX TP UNIT 16 | AUDHO PRADEEP K | | 5 DAVID RD | | BILLERICA | MA | 01821 |
| 87-107-17 | 505 MIDDLESEX TP UNIT 17 | ROBERT G READER FAMILY TRUST | READER ROBERT G TR | 15 AVINLEY CIRCLE | | BILLERICA | MA | 01821-5270 |
| 87-107-18 | 505 MIDDLESEX TP UNIT 18 | FSC PROPERTIES LLC | | 30 B ST | | BURLINGTON | MA | 01803-3407 |
| 87-107-19 | 505 MIDDLESEX TP UNIT 19 | BRIAN F TIMM REVOCABLE TRUST LINDI L TIMM | TIMM BRIAN F TR | 10 HOLTS LANDING | | MERRIMACK | NH | 03054 |
| 87-107-2 | 505 MIDDLESEX TP UNIT 20 | KOUL ARUN | | 8 BELLEVUE RD | | ANDOVER | MA | 01810 |
| 87-107-20 | 505 MIDDLESEX TP UNIT 20 | SPRIANO CHRISTOPHER | SPRIANO TIMOTHY | P.O. BOX 713 | | CARLISLE | MA | 01741 |
| 87-107-21 | 505 MIDDLESEX TP UNIT 21 | DAGATA ANTHONY | DAGATA KAREN | 8 CANNON RD. | | WOBBURN | MA | 01801 |
| 87-107-22 | 505 MIDDLESEX TP UNIT 22 | BRIAN F TIMM REVOCABLE TRUST LINDI L TIMM REVOCABLE TR | TIMM BRIAN F TR | 10 HOLTS LANDING | | MERRIMACK | NH | 03054 |
| 87-107-3 | 505 MIDDLESEX TP UNIT 3 | WALI ANUPAM | WALI NEELAM | 7 THISTLE LANE | | BILLERICA | MA | 01821 |
| 87-107-4 | 505 MIDDLESEX TP UNIT 4 | STELDORA REALTY TRUST | TSOUKALAS GEORGE D TR | 505 MIDDLESEX TURNPIKE | UNIT 4 | BILLERICA | MA | 01821-3584 |
| 87-107-5 | 505 MIDDLESEX TP UNIT 5 | DYER TRUST | TSOUKALAS DANIEL G TR | 505 MIDDLESEX TURNPIKE | UNIT 5 | BILLERICA | MA | 01821-3578 |
| 87-107-6 | 505 MIDDLESEX TP UNIT 6 | BRIAN F TIMM REVOCABLE TRUST LINDI L TIMM REVOCABLE TR | TIMM BRIAN F TR | 10 HOLTS LANDING | | MERRIMACK | NH | 03054 |
| 87-107-7 | 505 MIDDLESEX TP UNIT 7 | WALI ANUPAM | WALI NEELAM | 505 MIDDLESEX TPKE #7 | | BILLERICA | MA | 01821 |
| 87-107-8 | 505 MIDDLESEX TP UNIT 8 | WALI ANUPAM | WALI NEELAM | 505 MIDDLESEX TPKE #8 | | BILLERICA | MA | 01821 |
| 87-107-9 | 505 MIDDLESEX TP UNIT 9 | ZOUKO TRUST | TSOUKALAS DANIEL G TR | 505 MIDDLESEX TPKE #9 | | BILLERICA | MA | 01821-3576 |
| 87-117-0 | 8 WATER ST | STALKER SHAWN | | 8 WATER ST | | BILLERICA | MA | 01821-3564 |
| 87-118-0 | WATER ST | GEMCO REALTY GROUP INC | | 509 MIDDLESEX TPK | | BILLERICA | MA | 01821 |
| 87-119-0 | 509 MIDDLESEX TP | GEMCO REALTY GROUP INC | | 509 MIDDLESEX TPK | | BILLERICA | MA | 01821-3564 |
| 87-120-0 | 514 MIDDLESEX TP | GHANDRIZ BANMYAR | | 517 MIDDLESEX TURNPIKE | | BILLERICA | MA | 01821 |
| 87-121-1 | 524 MIDDLESEX TP | FOCUS PROPERTIES LLC | | 268 NEWBURY ST | 4TH FLOOR | BOSTON | MA | 02116 |
| 87-122-3 | 32 SOUTH ST | LANDRY SUSAN J. | LANDRY WILLIAM G. | 32 SOUTH ST | | BILLERICA | MA | 01821 |
| 87-123-1 | 30 SOUTH ST | DUSOMBRE ERICA L | DUSOMBRE KERRI N | 30 SOUTH ST | | BILLERICA | MA | 01821-3846 |
| 87-124-0 | 51 LAKE ST | LAWSON LAURENCE A | LAWSON LEAH | 51 LAKE ST | | BILLERICA | MA | 01821 |
| 87-125-0 | 55 LAKE ST | IRAHETA JENSON | | 55 LAKE STREET | | BILLERICA | MA | 01821-3842 |
| 87-128-1 | 52 LAKE ST | WANG WENZHUO | | 52 LAKE ST | | BILLERICA | MA | 01821-3842 |
| 87-131-2 | 512 MIDDLESEX TP | FIVE TWELVE MIDDLESEX LLC | | 365 BOSTON RD | | BILLERICA | MA | 01821 |
| 87-268-0 | 54 LAKE ST | TOWN OF BILLERICA | SEWAGE PUMPING STATION | 53 LAKE ST | | BILLERICA | MA | 01821 |
| 87-123-2 | 53 LAKE ST | SZABO GABRIELLA | | 53 LAKE ST | | BILLERICA | MA | 01821-3842 |

DISCLAIMER: This list is certified based upon records held in this department as of the date on the abutter's list. It was completed to the best of our ability based upon the information we have available. We do not certify the accuracy of this list per se, only the names and addresses listed on it. In most cases, public disclosures of the hearing pertaining to this list is required and published in the local newspaper. Every effort has been made to ensure proper notification.

The Board of Assessors certifies the accuracy of the names and addresses on this list based upon our current records.





John B. Speidel
Chief Assessor
March 26, 2025

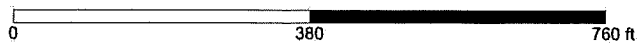
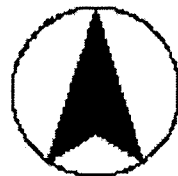


Abutters map for parcel 87-131-2 using abutter to abutter within 300 feet

Printed on 03/26/2026 at 10:56 AM

Legend

-  Parcel Boundary Selection
-  Parcel Boundary



No data shown on this site are reviewed for informational and planning purposes only. The town and its consultants are not responsible for the misuse or

MAR 26 2026



Board of Assessors
Town Hall
365 Boston Road
Billerica, Massachusetts 01821

JOHN B. SPEIDEL, *Chairman*
RICHARD J. SCANLON, *Associate*
RICK LADD, *Associate*

Tele: (978) 671-0971
assessors@town.billerica.ma.us

ABUTTERS LIST REQUEST

Name ALEX DOS SANTOS EVORAS Date 03/25/2026
Address of Property 512 Middlesex Turnpike, Billerica, MA, 01821 Plate _____
Telephone Number 6175010608 Parcel 87-131-2

I request one copy of the following abutters list and three copies of the labels for the above listed property. The cost of this service shall be \$2.00 per name. The list shall be available five to ten (5-10) working days from the requested date or earlier.

Signature of applicant *Alexander Santos Evoras*

Types of Abutters Lists

There are four types of abutters lists which may be required in the Town of Billerica. The board or commission you are seeking approval from and the particular request you are making determines the type of list. You will need to contact the applicable board or commission to determine which of the following will be required in your case.

(Circle one - If no letter is circled a "D" list will be prepared.)

A. Direct Abutters - Direct Abutters to Parcel and Roadway Being Improved

This list contains direct abutters only. Properties across public right-of-ways or paper streets, which have not been discontinued, are not included. (This list should include direct abutters to the roadway being improved if road construction is involved.)

B. Abutters Within 100 Feet

This list contains all abutters within 100 feet of the parcel, notwithstanding public or private streets or ways, municipal borders or bodies of water.

C. Abutter to Abutter Within 300 Feet

This list contains abutters to direct abutters within 300 feet of the parcel. If there is more than one abutter between the subject parcel and the abutting property within 300 feet, the owner will not be notified.

D. All Property Owners Within 300 Feet OR (Cell Towers - All Property Within 500 Feet)

(Please circle 300 feet or 500 feet)

This list contains all properties within 300 feet of the subject parcel. Abutters to abutter restrictions do not apply.

Office Use Only
40 Parcels - 1 Applicant - 1 Duplicates = 38 Total

Assessor's Signature *John B. Speidel* Date 3/26/26 Amount \$76.00



SELECT BOARD

TOWN HALL
365 BOSTON ROAD
BILLERICA, MASSACHUSETTS 01821
978-671-0939
FAX: 978-671-0947

Jillian K. Pavidis, *Chair*
John J. Burrows, *Vice Chair*
Daniel R. Darris-O'Connor, *Secretary*
Michael S. Rosa, *Member*
Dina M. Favreau, *Member*

1st
notice

Public Hearing Meeting Notice

Notice is hereby given that the Billerica Select Board will hold a Public Hearing on Monday, April 27, 2026, at 6:00 PM, in the Select Board Meeting Room, Town Hall, 365 Boston Road, Billerica, Massachusetts, and via remote participation:

Zoom: <https://us02web.zoom.us/j/83477138002>
Phone: 1-929-205-6099

To consider the application of:
Playoffs Sports Bar LLC
Location: 512 Middlesex Turnpike, Billerica, MA

For a Common Victualler License and All Alcohol License, pursuant to Massachusetts General Laws Chapter 138 and all applicable local regulations.

Proposed Hours of Operation:

- Monday through Saturday: 8:00 AM – 2:00 AM
- Sunday: 10:00 AM – 2:00 AM

All interested parties may be heard at this time and place.

4/13 & 4/20



5/18

SELECT BOARD
TOWN HALL
365 BOSTON ROAD
BILLERICA, MASSACHUSETTS 01821
978-671-0939
FAX: 978-671-0947

Jillian K. Pavidis, *Chair*
John J. Burrows, *Vice Chair*
Daniel R. Darris-O'Connor, *Secretary*
Michael S. Rosa, *Member*
Dina M. Favreau, *Member*

2nd
notice

MEETING NOTICE

Date: 04/24/26

Dear Abutter:

You are receiving this notice because your property abuts or is in close proximity to the following location:
Playoff Sports Bar LLC, 512 Middlesex Turnpike, Billerica, MA

Please be advised that the Billerica Select Board will hold a Public Hearing on:

Date: Monday, May 18, 2026

Time: 6:00 PM

Location: Billerica Town Hall, 365 Boston Road, Billerica, MA

Hybrid Access:

Zoom: <https://us02web.zoom.us/j/83477138002>

Phone: 1-929-205-6099

Purpose of Hearing:

To consider the application of Playoff Sports Bar LLC for:

- A §12 Annual All Alcohol Restaurant License pursuant to M.G.L. c.138
- A Common Victualler License
- An Entertainment License pursuant to M.G.L. c.140, §183A

Proposed Hours of Operation:

Monday through Sunday: 11:00 AM – 1:00 AM

Important Notice Regarding Date Change:

This hearing was originally scheduled for April 27, 2026.

At the request of the applicant, the hearing has been rescheduled to May 18, 2026.

All interested parties may be heard at the time and place designated above.

If you have any questions, please contact the Select Board Office at 978-671-0939.

BILLERICA SELECT BOARD

By order of the Select Board
Town of Billerica



SELECT BOARD
TOWN HALL
365 BOSTON ROAD
BILLERICA, MASSACHUSETTS 01821
978-671-0939
FAX: 978-671-0947

Jillian K. Pavidis, *Chair*
John J. Burrows, *Vice Chair*
Daniel R. Darris-O'Connor, *Secretary*
Michael S. Rosa, *Member*
Dina M. Favreau, *Member*

INVOICE

PAID

Date: April 7, 2026

Alex Dos Santos Evoras
Playoffs
512 Middlesex Turnpike
Billerica, MA 01821

Dear Alex

Below is a breakdown for the certified mailing for your Public hearing on 04/27/26.
Legal ad Posted in the Lowell Sun on 4/13 & 4/20/26

| | |
|--|-----------------|
| Certified Mailing for 38 Residents | |
| Hearing Date | 4/27/26 |
| Postage Amount: \$10.44 x 38 | \$396.72 |
| Supplies: Envelope, Paper & Labels @.50 x38 | \$19.00 |
| Cost to Select Board's Office-Certified mailing | \$415.72 |
| Cost For Legal ad in the Lowell Sun 4/13 & 4/20 | \$350.19 |
| Total due to the Town of Billerica | \$765.91 |

This invoice will have to be paid before issuance of your Alcohol and Common Victualler License

Please mail a check payable to the Town of Billerica for:

Town of Billerica – Select Board - \$785.41

To the following address:

Select Board's Office
Town Hall, Room 203
365 Boston Road
Billerica, MA 01821

Sincerely,
Kevn Rufo
Executive Confidential Secretary to the Billerica Select Board

America's Yankee Doodle Town

Kerri Rufo

Play offs 5/18 Admin info All Alcohol + Com VIC

From: Todd Melanson
Sent: Thursday, April 9, 2026 1:30 PM
To: Fred Russell; Christopher Dillon
Cc: Kerri Rufo
Subject: FW: Out Standing Water Bill for 512 Middlesex Turnpike

Ent license
(Record music
Arcade game)

FYI

Play offs
Public Hearing

Todd A Melanson

Todd A Melanson, Water Superintendent
Town of Billerica Department of Public Works
270 Treble Cove Road
Billerica, MA 01821
Phone: 978-671-0957



TOWN of BILLERICA

From: profit27@aol.com <profit27@aol.com>
Sent: Thursday, April 9, 2026 1:07 PM
To: Todd Melanson <tmelanson@billerica.gov>
Subject: Re: Out Standing Water Bill for 512 Middlesex Turnpike

[EXTERNAL EMAIL]

DO NOT CLICK links or open attachments unless you recognize the sender and know the content is safe.

Hi Todd,

Thx you for the email and info im meeting my plumber there today to get this under control and fixed thx you again.

Paul

On Thursday, April 9, 2026 at 12:17:05 PM EDT, Todd Melanson <tmelanson@billerica.gov> wrote:

Mr. Looney,

I appreciate your time when we spoke about what we could do to assist you to become current on this billing issue. I wanted to outline what is required for you in writing:

1. Given the significance of the ongoing leak of 114 gallons/hour (continuous), this leak would need to be remedied with proof (plumber's invoice as an example) before initiating the payment plan.
2. Someone must sign up for Eye On Water App, I suggest both you and your tenant sign up.
Instructions: <https://billerica.gov/wp-content/uploads/2025/07/How-to-Access-Your-Water-EYE-on-Water.pdf>
3. Of the total bill ½ needs to be paid upfront. This equals: \$3,837.19.
4. Either a 6-month (\$639.53/month) or 12-month (\$319.76/month) plan is acceptable.
5. On the payment plan form, it states any failure to pay either the payment plan amount, or any future water bill will void the plan and all amounts become due immediately.

I believe you need to go and sign the payment plan form first, and bring a copy up to the tax office where you would make that initial payment.

Sincerely

Todd A Melanson

*Todd A Melanson, Water Superintendent
Town of Billerica Department of Public Works
270 Treble Cove Road
Billerica, MA 01821
Phone: 978-671-0957*



TOWN of BILLERICA

Kerri Rufo

From: Todd Melanson
Sent: Thursday, April 9, 2026 11:07 AM
To: Kerri Rufo
Cc: Fred Russell; Christopher Dillon; Jillian Pavidis; John Burrows
Subject: RE: Property owner 512 Middlesex Trp.

Just wanted everyone to know I will be reaching out to Mr. Looney with a possible solution. I will update as soon as I know what is agreeable or workable.

Kerri, I'm probably the best one to reach out to initially on situations like this and then I can coordinate with the Water Billing Clerk.

Thanks

Todd A Melanson

*Todd A Melanson, Water Superintendent
Town of Billerica Department of Public Works
270 Treble Cove Road
Billerica, MA 01821
Phone: 978-671-0957*



TOWN of BILLERICA

From: Christopher Dillon <cdillon@billerica.gov>
Sent: Thursday, April 9, 2026 8:25 AM
To: Todd Melanson <tmelanson@billerica.gov>
Cc: Fred Russell <frussell@billerica.gov>
Subject: FW: Property owner 512 Middlesex Trp.

From: Kerri Rufo <selectboard@billerica.gov>
Sent: Tuesday, April 7, 2026 12:41 PM
To: Christopher Dillon <cdillon@billerica.gov>; Dawn McDowell <dmcowell@billerica.gov>
Cc: Jillian Pavidis <jpavidis@billerica.gov>; John Burrows <jburrows@billerica.gov>; John Burrows <burrows44@hotmail.com>
Subject: Property owner 512 Middlesex Trp.

Hi all,

I am reaching out regarding a request for assistance from Paul Looney, owner of 512 Middlesex Turnpike.

Mr. Looney has a new tenant preparing to occupy the property; however, he currently has an outstanding water bill of approximately \$7,000. He is requesting to know whether the Town would be able to set up a payment plan or provide any available options to address the balance.

He indicated that without assistance, he may not be able to move forward with the new tenant. The prospective tenant is scheduled to appear before the Select Board on April 27, 2026, for an alcohol license and Common Victualler license.

If someone from the appropriate department could please reach out to Mr. Looney to discuss options, it would be appreciated.

He can be reached at 978-375-1248 or profit27@aol.com.

Thank you,
Kerri

Kerri Rufo
Executive Confidential Assistant to the Billerica Select Board

This e-mail notice is provided for informational purposes only and any discussion should take place at a properly posted meeting.

Congratulations!

You have successfully completed the ServSafe® Training and Certificate Program. This is your official ServSafe Alcohol Certificate Card and provides certification that you have studied and are knowledgeable about how to serve alcohol responsibly.

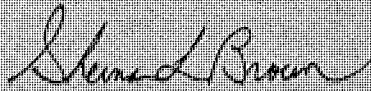
Thank you for participating in the ServSafe Alcohol program. Responsible alcohol service begins with the choices you make, and ServSafe Alcohol training will help you make the right decision when the moment arises.

By completing the ServSafe Alcohol program, you show your dedication to safe and responsible alcohol service. The ServSafe Alcohol program and the National Restaurant Association are dedicated to helping you continue to raise the bar on alcohol safety.

To learn more about our full suite of responsible alcohol service training products, contact your State Restaurant Association, your distributor or visit us at ServSafe.com.

We value your dedication to responsible alcohol service and applaud you for making the commitment to keep your operation, your customers and your community safe.

Sincerely,



Sherman Brown

Executive Vice President, National Restaurant Association Solutions



ID # 20080104
CARD # 00110004

ServSafe Alcohol® ADVANCED CERTIFICATE

ALEX DOS SANTOS ENDRAS

NAME

00000004

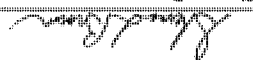
DATE OF EXAMINATION

Card expires five years from the date of examination. Card is invalid, void and unusable after expiration.



©2007 National Restaurant Association Educational Foundation (NRAEF). All rights reserved. Certificate and the ServSafe logo are trademarks of the NRAEF. National Restaurant Association logo and the red design are trademarks of the National Restaurant Association.

Sherman Brown, National President, National Restaurant Association Educational Foundation



This certificate confirms completion of the ServSafe Alcohol® responsible alcohol service program.

NOTE: You can access your score and certificate information anytime at ServSafe.com.

Please make a copy of your ServSafe Alcohol Certificate card for your records.

If you have any questions regarding your certificate please contact the National Restaurant Association Service Center at ServSafe.com/restaurantcenter or 800.765.2192, ext. 6700.

In Alaska you must laminate your card for it to be valid.



2007 National Restaurant Association
Suite 2000
1000 Pennsylvania Avenue, N.W.
Washington, D.C. 20004
www.nraef.com
ServSafe.com

National Restaurant Association, 2007 National
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National Restaurant Association Educational Foundation.





The Commonwealth of Massachusetts
 Department of Industrial Accidents
 Office of Investigations
 Lafayette City Center
 2 Avenue de Lafayette, Boston, MA 02111-1750
 www.mass.gov/dia

Workers' Compensation Insurance Affidavit: General Businesses

Applicant Information

Please Print Legibly

Business/Organization Name: Playoff Sport Bar LLC

Address: 512 Middlesex Turnpike

City/State/Zip: Billerica, MA, 01821 Phone #: 6175010608

Are you an employer? Check the appropriate box:

- 1. I am an employer with 12 employees (full and/or part-time).*
- 2. I am a sole proprietor or partnership and have no employees working for me in any capacity. [No workers' comp. insurance required]
- 3. We are a corporation and its officers have exercised their right of exemption per c. 152, §1(4), and we have no employees. [No workers' comp. insurance required]**
- 4. We are a non-profit organization, staffed by volunteers, with no employees. [No workers' comp. insurance req.]

Business Type (required):

- 5. Retail
- 6. Restaurant/Bar/Eating Establishment
- 7. Office and/or Sales (incl. real estate, auto, etc.)
- 8. Non-profit
- 9. Entertainment
- 10. Manufacturing
- 11. Health Care
- 12. Other _____

*Any applicant that checks box #1 must also fill out the section below showing their workers' compensation policy information.

**If the corporate officers have exempted themselves, but the corporation has other employees, a workers' compensation policy is required and such an organization should check box #1.

I am an employer that is providing workers' compensation insurance for my employees. Below is the policy information.

Insurance Company Name: ANGELA WESTEN INSURANCE AGENCY

Insurer's Address: 635 ROGERS ST. UNIT 9

City/State/Zip: LOWELL, MA 01852

Policy # or Self-ins. Lic. # CP2711880 Expiration Date: 04/10/27

Attach a copy of the workers' compensation policy declaration page (showing the policy number and expiration date).

Failure to secure coverage as required under § 25A of MGL c. 152 can lead to the imposition of criminal penalties of a fine up to \$1,500.00 and/or one-year imprisonment, as well as civil penalties in the form of a STOP WORK ORDER and a fine of up to \$250.00 a day against the violator. Be advised that a copy of this statement may be forwarded to the Office of Investigations of the DIA for insurance coverage verification.

I do hereby certify, under the pains and penalties of perjury that the information provided above is true and

correct. Signature:  Date: 04/12/26
Alex Dos Santos Evoras (Apr 14, 2026 15:01:47 EDT)

Phone #: 6175010608

Official use only. Do not write in this area, to be completed by city or town official.

City or Town: _____ Permit/License # _____

Issuing Authority (check one):

- 1. Board of Health
- 2. Building Department
- 3. City/Town Clerk
- 4. Licensing Board
- 5. Selectmen's Office
- 6. Other _____

Contact Person: _____ Phone #: _____



The Commonwealth of Massachusetts
Alcoholic Beverages Control Commission
 95 Fourth Street, Suite 3, Chelsea, MA 02150-2358
 www.mass.gov/abcc

RETAIL ALCOHOLIC BEVERAGES LICENSE APPLICATION
 MONETARY TRANSMITTAL FORM

APPLICATION FOR A NEW LICENSE

APPLICATION SHOULD BE COMPLETED ON-LINE, PRINTED, SIGNED, AND SUBMITTED TO THE LOCAL LICENSING AUTHORITY.

ECRT CODE: RETA

Please make \$200.00 payment here: [ABCC PAYMENT WEBSITE](#)

PAYMENT MUST DENOTE THE NAME OF THE LICENSEE CORPORATION, LLC, PARTNERSHIP, OR INDIVIDUAL AND INCLUDE THE PAYMENT RECEIPT

ABCC LICENSE NUMBER (IF AN EXISTING LICENSEE, CAN BE OBTAINED FROM THE CITY)

ENTITY/ LICENSEE NAME

ADDRESS

CITY/TOWN STATE ZIP CODE

For the following transactions (Check all that apply):

- | | | | |
|--|---|---|---|
| <input checked="" type="checkbox"/> New License | <input type="checkbox"/> Change of Location | <input type="checkbox"/> Change of Class (i.e. Annual / Seasonal) | <input type="checkbox"/> Change Corporate Structure (i.e. Corp / LLC) |
| <input type="checkbox"/> Transfer of License | <input type="checkbox"/> Alteration of Licensed Premises | <input type="checkbox"/> Change of License Type (i.e. club / restaurant) | <input type="checkbox"/> Pledge of Collateral (i.e. License/Stock) |
| <input type="checkbox"/> Change of Manager | <input type="checkbox"/> Change Corporate Name | <input type="checkbox"/> Change of Category (i.e. All Alcohol/Wine, Malt) | <input type="checkbox"/> Management/Operating Agreement |
| <input type="checkbox"/> Change of Officers/ Directors/LLC Managers | <input type="checkbox"/> Change of Ownership Interest (LLC Members/ LLP Partners, Trustees) | <input type="checkbox"/> Issuance/Transfer of Stock/New Stockholder | <input type="checkbox"/> Change of Hours |
| | <input type="checkbox"/> Other <input type="text"/> | | <input type="checkbox"/> Change of DBA |

THE LOCAL LICENSING AUTHORITY MUST SUBMIT THIS APPLICATION ONCE APPROVED VIA THE ePLACE PORTAL:

Alcoholic Beverages Control Commission
 95 Fourth Street, Suite 3
 Chelsea, MA 02150-2358



The Commonwealth of Massachusetts
Alcoholic Beverages Control Commission
95 Fourth Street, Suite 3, Chelsea, MA 02150-2358
www.mass.gov/abcc

APPLICATION FOR A NEW LICENSE

Municipality

Billerica

1. LICENSE CLASSIFICATION INFORMATION

ON/OFF-PREMISES

TYPE

CATEGORY

CLASS

On-Premises

§12 Restaurant

All Alcoholic Beverages

Annual

Please provide a narrative overview of the transaction(s) being applied for. On-premises applicants should also provide a description of the intended theme or concept of the business operation. Attach additional pages, if necessary.

SportBar style. The building offers 1 bar on the first floor and an additional bar and function area on the second floor. Total seated capacity is 155, 3,848 SF.

Is this license application pursuant to special legislation?

Yes

No

Chapter

Acts of

2. BUSINESS ENTITY INFORMATION

The entity that will be issued the license and have operational control of the premises.

Entity Name

Playoff Sport Bar LLC

FEIN:

41-4087631

DBA

Playoff Sport Bar

Manager of Record

Alex Dos Santos Evoras

Street Address

512 Middlesex Turnpike, Billerica, MA, 01821

Phone:

6175010608

Email:

expressopizza131@gmail.com

Alternative Phone:

6175010608

Website:

N/A

3. DESCRIPTION OF PREMISES

Please provide a complete description of the premises to be licensed, including the number of floors, number of rooms on each floor, any outdoor areas to be included in the licensed area, and total square footage. You must also submit a floor plan.

The building offers 1 bar on the first floor and an additional bar and function area on the second floor. Total seated capacity is 155, 3,848 SF.

Total Square Footage:

3848 SF

Number of Entrances:

1

Seating Capacity:

155

Number of Floors

2

Number of Exits:

5

Occupancy Number:

165

4. APPLICATION CONTACT

The application contact is the person whom the licensing authorities should contact regarding this application.

Name:

Lucas Moya

Phone:

7819578172

Title:

Consultant

Email:

L.moya@Mankafsc.com

APPLICATION FOR A NEW LICENSE

5. CORPORATE STRUCTURE

| | | | |
|------------------------|---|---|--|
| Entity Legal Structure | <input style="width:90%;" type="text" value="LLC"/> | Date of Incorporation | <input style="width:90%;" type="text" value="02-03-2026"/> |
| State of Incorporation | <input style="width:90%;" type="text" value="Massachusetts"/> | Is the Corporation publicly traded? <input type="radio"/> Yes <input checked="" type="radio"/> No | |

6. PROPOSED OFFICERS, STOCK OR OWNERSHIP INTEREST

List all individuals or entities that will have a direct or indirect, beneficial or financial interest in this license (E.g. Stockholders, Officers, Directors, LLC Managers, LLP Partners, Trustees etc.). Attach additional page(s) provided, if necessary, utilizing Addendum A.

- The individuals and titles listed in this section must be identical to those filed with the Massachusetts Secretary of State.
- The individuals identified in this section, as well as the proposed Manager of Record, must complete a CORI Release Form.
- Please note the following statutory requirements for Directors and LLC Managers:
On Premises (E.g. Restaurant/ Club/Hotel) Directors or LLC Managers - At least 50% must be US citizens;
Off Premises(Liquor Store) Directors or LLC Managers - All must be US citizens and a majority must be Massachusetts residents.
- If you are a Multi-Tiered Organization, please attach a flow chart identifying each corporate interest and the individual owners of each entity as well as the Articles of Organization for each corporate entity. Every individual must be identified in Addendum A.

| | | | |
|--|---|---|--|
| Name of Principal | Residential Address | SSN | DOB |
| <input style="width:95%;" type="text" value="ALEX DOS SANTOS EVORAS"/> | <input style="width:95%;" type="text" value="45 Brentwood St, Malden, MA 02148"/> | <input style="width:95%;" type="text" value="180177919"/> | <input style="width:95%;" type="text" value="6/3/78"/> |

| | | | | |
|---|---|---|---|---|
| Title and or Position | Percentage of Ownership | Director/ LLC Manager | US Citizen | MA Resident |
| <input style="width:95%;" type="text" value="Manager"/> | <input style="width:95%;" type="text" value="100"/> | <input checked="" type="radio"/> Yes <input type="radio"/> No | <input type="radio"/> Yes <input checked="" type="radio"/> No | <input checked="" type="radio"/> Yes <input type="radio"/> No |

| | | | |
|--|---|---|--|
| Name of Principal | Residential Address | SSN | DOB |
| <input style="width:95%;" type="text" value="DIEGO SOARES PEREIRA"/> | <input style="width:95%;" type="text" value="195 Powell St, Lowell, MA 01851"/> | <input style="width:95%;" type="text" value="312797648"/> | <input style="width:95%;" type="text" value="09/18/1991"/> |

| | | | | |
|---|---|---|---|---|
| Title and or Position | Percentage of Ownership | Director/ LLC Manager | US Citizen | MA Resident |
| <input style="width:95%;" type="text" value="Manager"/> | <input style="width:95%;" type="text" value="0"/> | <input checked="" type="radio"/> Yes <input type="radio"/> No | <input checked="" type="radio"/> Yes <input type="radio"/> No | <input checked="" type="radio"/> Yes <input type="radio"/> No |

| | | | |
|---|---|---|---|
| Name of Principal | Residential Address | SSN | DOB |
| <input style="width:95%;" type="text"/> | <input style="width:95%;" type="text"/> | <input style="width:95%;" type="text"/> | <input style="width:95%;" type="text"/> |

| | | | | |
|---|---|--|--|--|
| Title and or Position | Percentage of Ownership | Director/ LLC Manager | US Citizen | MA Resident |
| <input style="width:95%;" type="text"/> | <input style="width:95%;" type="text"/> | <input type="radio"/> Yes <input type="radio"/> No | <input type="radio"/> Yes <input type="radio"/> No | <input type="radio"/> Yes <input type="radio"/> No |

| | | | |
|---|---|---|---|
| Name of Principal | Residential Address | SSN | DOB |
| <input style="width:95%;" type="text"/> | <input style="width:95%;" type="text"/> | <input style="width:95%;" type="text"/> | <input style="width:95%;" type="text"/> |

| | | | | |
|---|---|--|--|--|
| Title and or Position | Percentage of Ownership | Director/ LLC Manager | US Citizen | MA Resident |
| <input style="width:95%;" type="text"/> | <input style="width:95%;" type="text"/> | <input type="radio"/> Yes <input type="radio"/> No | <input type="radio"/> Yes <input type="radio"/> No | <input type="radio"/> Yes <input type="radio"/> No |

| | | | |
|---|---|---|---|
| Name of Principal | Residential Address | SSN | DOB |
| <input style="width:95%;" type="text"/> | <input style="width:95%;" type="text"/> | <input style="width:95%;" type="text"/> | <input style="width:95%;" type="text"/> |

| | | | | |
|---|---|--|--|--|
| Title and or Position | Percentage of Ownership | Director/ LLC Manager | US Citizen | MA Resident |
| <input style="width:95%;" type="text"/> | <input style="width:95%;" type="text"/> | <input type="radio"/> Yes <input type="radio"/> No | <input type="radio"/> Yes <input type="radio"/> No | <input type="radio"/> Yes <input type="radio"/> No |

Additional pages attached? Yes No

CRIMINAL HISTORY

Has any individual listed in question 6, and applicable attachments, ever been convicted of a State, Federal or Military Crime? If yes, attach an affidavit providing the details of any and all convictions.

Yes No

APPLICATION FOR A NEW LICENSE

6A. INTEREST IN AN ALCOHOLIC BEVERAGES LICENSE

Does any individual or entity identified in question 6, and applicable attachments, have any direct or indirect, beneficial or financial interest in any other license to sell alcoholic beverages? Yes No If yes, list in table below. Attach additional pages, if necessary, utilizing the table format below.

| Name | License Type | License Name | Municipality |
|-----------------------------|--------------|---------------|--------------|
| ROCCOS RESTAURANT & BAR LLC | Restaurant | 08588-RS-1482 | Wilmington |
| | | | |
| | | | |

6B. PREVIOUSLY HELD INTEREST IN AN ALCOHOLIC BEVERAGES LICENSE

Has any individual or entity identified in question 6, and applicable attachments, ever held a direct or indirect, beneficial or financial interest in a license to sell alcoholic beverages, which is not presently held? Yes No If yes, list in table below. Attach additional pages, if necessary, utilizing the table format below.

| Name | License Type | License Name | Municipality |
|-----------------------------|--------------|---------------|--------------|
| ROCCOS RESTAURANT & BAR LLC | Restaurant | 08588-RS-1482 | Wilmington |
| | | | |
| | | | |

6C. DISCLOSURE OF LICENSE DISCIPLINARY ACTION

Have any of the disclosed licenses listed in question 6A or 6B ever been suspended, revoked or cancelled? Yes No If yes, list in table below. Attach additional pages, if necessary, utilizing the table format below.

| Date of Action | Name of License | City | Reason for suspension, revocation or cancellation |
|----------------|-----------------|------|---|
| | | | |
| | | | |
| | | | |

7. OCCUPANCY OF PREMISES

Please complete all fields in this section. Please provide proof of legal occupancy of the premises.

- If the applicant entity owns the premises, a deed is required.
- If leasing or renting the premises, a signed copy of the lease is required.
- If the lease is contingent on the approval of this license, and a signed lease is not available, a copy of the unsigned lease and a letter of intent to lease, signed by the applicant and the landlord, is required.
- If the real estate and business are owned by the same individuals listed in question 6, either individually or through separate business entities, a signed copy of a lease between the two entities is required.

Please indicate by what means the applicant will occupy the premises

Lease

Landlord Name Five Twelve Middlesex, LLC

Landlord Phone 9783751248

Landlord Email profit27@aol.com

Landlord Address 512 Middlesex Turmpike, Billerica, MA, 01821

Lease Beginning Date 03/01/2026

Rent per Month 7,400.00

Lease Ending Date 02/28/2028

Rent per Year 88,800.00

Will the Landlord receive revenue based on percentage of alcohol sales?

Yes No

APPLICATION FOR A NEW LICENSE

8. FINANCIAL DISCLOSURE

| | |
|---------------------------------------|--------|
| A. Purchase Price for Real Estate | 0 |
| B. Purchase Price for Business Assets | 15,000 |
| C. Other * (Please specify below) | 10,000 |
| D. Total Cost | 25,000 |

*Other Cost(s): (i.e. Costs associated with License Transaction including but not limited to: Property price, Business Assets, Renovations costs, Construction costs, Initial Start-up costs, Inventory costs, or specify other costs):"

SOURCE OF CASH CONTRIBUTION

Please provide documentation of available funds. (E.g. Bank or other Financial institution Statements, Bank Letter, etc.)

| Name of Contributor | Amount of Contribution |
|------------------------|------------------------|
| ALEX DOS SANTOS EVORAS | 25,000 |
| | |
| | |
| Total: | 25,000 |

SOURCE OF FINANCING

Please provide signed financing documentation.

| Name of Lender | Amount | Type of Financing | Is the lender a licensee pursuant to M.G.L. Ch. 138. |
|----------------|--------|-------------------|--|
| | | | <input type="radio"/> Yes <input type="radio"/> No |
| | | | <input type="radio"/> Yes <input type="radio"/> No |
| | | | <input type="radio"/> Yes <input type="radio"/> No |
| | | | <input type="radio"/> Yes <input type="radio"/> No |

FINANCIAL INFORMATION

Provide a detailed explanation of the form(s) and source(s) of funding for the cost identified above.

Alex Dos Santos Evoras, 100% owner of Playoff Sport Bar LLC, is personally funding this venture through his Citizens account, with a balance of \$123,843.84 prior to investment. The \$15,000 asset purchase is detailed in statement, and the remaining \$10,000 for startup costs is available from the same account.

9. PLEDGE INFORMATION

Please provide signed pledge documentation.

Are you seeking approval for a pledge? Yes No

Please indicate what you are seeking to pledge (check all that apply) License Stock Inventory

To whom is the pledge being made? Five Twelve Middlesex, LLC

10. MANAGER APPLICATION

A. MANAGER INFORMATION

The individual that has been appointed to manage and control the licensed business and premises.

Proposed Manager Name Date of Birth

Residential Address

Email

Please indicate how many hours per week you intend to be on the licensed premises

B. CITIZENSHIP/BACKGROUND INFORMATION

Are you a U.S. Citizen/Qualified Alien under the Immigration and Nationality Act? Yes No

If yes, attach one of the following documents: US Passport, Voter's Certificate, Birth Certificate, Naturalization Papers, Permanent Resident Card "Green Card", or Employment Authorization Document.

Have you ever been convicted of a state, federal, or military crime? Yes No

If yes, fill out the table below and attach an affidavit providing the details of any and all convictions. Attach additional pages, if necessary, utilizing the format below.

| Date | Municipality | Charge | Disposition |
|------|--------------|--------|-------------|
| | | | |
| | | | |
| | | | |

C. EMPLOYMENT INFORMATION

Please provide your employment history. Attach additional pages, if necessary, utilizing the format below.

| Start Date | End Date | Position | Employer | Supervisor Name |
|------------|----------|----------|-------------------------|-----------------|
| 2018 | - | Owner | Espresso Pizzeria | N/A |
| 2024 | - | Owner | Roccos Restaurant & Bar | N/A |
| | | | | |
| | | | | |

D. PRIOR DISCIPLINARY ACTION

Have you held a beneficial or financial interest in, or been the manager of, a license to sell alcoholic beverages that was subject to disciplinary action? Yes No If yes, please fill out the table. Attach additional pages, if necessary,utilizing the format below.

| Date of Action | Name of License | State | City | Reason for suspension, revocation or cancellation |
|----------------|-----------------|-------|------|---|
| | | | | |
| | | | | |
| | | | | |

I hereby swear under the pains and penalties of perjury that the information I have provided in this application is true and accurate:

Manager's Signature Date

11. MANAGEMENT AGREEMENT

Are you requesting approval to utilize a management company through a management agreement?
 If yes, please fill out section 11.

Yes No

Please provide a narrative overview of the Management Agreement. Attach additional pages, if necessary.

IMPORTANT NOTE: A management agreement is where a licensee authorizes a third party to control the daily operations of the license premises, while retaining ultimate control over the license, through a written contract. *This does not pertain to a liquor license manager that is employed directly by the entity.*

11A. MANAGEMENT ENTITY

List all proposed individuals or entities that will have a direct or indirect, beneficial or financial interest in the management Entity (E.g. Stockholders, Officers, Directors, LLC Managers, LLP Partners, Trustees etc.).

| | | | | |
|---|---|--|--|--|
| Entity Name | Address | Phone | | |
| <input style="width: 100%;" type="text"/> | <input style="width: 100%;" type="text"/> | <input style="width: 100%;" type="text"/> | | |
| Name of Principal | Residential Address | SSN | DOB | |
| <input style="width: 100%;" type="text"/> | <input style="width: 100%;" type="text"/> | <input style="width: 100%;" type="text"/> | <input style="width: 100%;" type="text"/> | |
| Title and or Position | Percentage of Ownership | Director | US Citizen | MA Resident |
| <input style="width: 100%;" type="text"/> | <input style="width: 100%;" type="text"/> | <input type="radio"/> Yes <input type="radio"/> No | <input type="radio"/> Yes <input type="radio"/> No | <input type="radio"/> Yes <input type="radio"/> No |
| Name of Principal | Residential Address | SSN | DOB | |
| <input style="width: 100%;" type="text"/> | <input style="width: 100%;" type="text"/> | <input style="width: 100%;" type="text"/> | <input style="width: 100%;" type="text"/> | |
| Title and or Position | Percentage of Ownership | Director | US Citizen | MA Resident |
| <input style="width: 100%;" type="text"/> | <input style="width: 100%;" type="text"/> | <input type="radio"/> Yes <input type="radio"/> No | <input type="radio"/> Yes <input type="radio"/> No | <input type="radio"/> Yes <input type="radio"/> No |
| Name of Principal | Residential Address | SSN | DOB | |
| <input style="width: 100%;" type="text"/> | <input style="width: 100%;" type="text"/> | <input style="width: 100%;" type="text"/> | <input style="width: 100%;" type="text"/> | |
| Title and or Position | Percentage of Ownership | Director | US Citizen | MA Resident |
| <input style="width: 100%;" type="text"/> | <input style="width: 100%;" type="text"/> | <input type="radio"/> Yes <input type="radio"/> No | <input type="radio"/> Yes <input type="radio"/> No | <input type="radio"/> Yes <input type="radio"/> No |
| Name of Principal | Residential Address | SSN | DOB | |
| <input style="width: 100%;" type="text"/> | <input style="width: 100%;" type="text"/> | <input style="width: 100%;" type="text"/> | <input style="width: 100%;" type="text"/> | |
| Title and or Position | Percentage of Ownership | Director | US Citizen | MA Resident |
| <input style="width: 100%;" type="text"/> | <input style="width: 100%;" type="text"/> | <input type="radio"/> Yes <input type="radio"/> No | <input type="radio"/> Yes <input type="radio"/> No | <input type="radio"/> Yes <input type="radio"/> No |

CRIMINAL HISTORY

Has any individual identified above ever been convicted of a State, Federal or Military Crime?
 If yes, attach an affidavit providing the details of any and all convictions.

Yes No

11B. EXISTING MANAGEMENT AGREEMENTS AND INTEREST IN AN ALCOHOLIC BEVERAGES

LICENSE

Does any individual or entity identified in question 11A, and applicable attachments, have any direct or indirect, beneficial or financial interest in any other license to sell alcoholic beverages; and or have an active management agreement with any other licensees?

Yes No If yes, list in table below. Attach additional pages, if necessary, utilizing the table format below.

| Name | License Type | License Name | Municipality |
|------|--------------|--------------|--------------|
| | | | |
| | | | |
| | | | |

11C. PREVIOUSLY HELD INTEREST IN AN ALCOHOLIC BEVERAGES LICENSE

Has any individual or entity identified in question 11A, and applicable attachments, ever held a direct or indirect, beneficial or financial interest in a license to sell alcoholic beverages, which is not presently held?

Yes No If yes, list in table below. Attach additional pages, if necessary, utilizing the table format below.

| Name | License Type | License Name | Municipality |
|------|--------------|--------------|--------------|
| | | | |
| | | | |
| | | | |

11D. PREVIOUSLY HELD MANAGEMENT AGREEMENT

Has any individual or entity identified in question 11A, and applicable attachments, ever held a management agreement with any other Massachusetts licensee?

Yes No If yes, list in table below. Attach additional pages, if necessary, utilizing the table format below.

| Licensee Name | License Type | Municipality | Date(s) of Agreement |
|---------------|--------------|--------------|----------------------|
| | | | |
| | | | |
| | | | |

11E. DISCLOSURE OF LICENSE DISCIPLINARY ACTION

Has any of the disclosed licenses listed in questions in section 11B, 11C, 11D ever been suspended, revoked or cancelled?

Yes No If yes, list in table below. Attach additional pages, if necessary, utilizing the table format below.

| Date of Action | Name of License | City | Reason for suspension, revocation or cancellation |
|----------------|-----------------|------|---|
| | | | |
| | | | |
| | | | |

11F. TERMS OF AGREEMENT

a. Does the agreement provide for termination by the licensee? Yes No

b. Will the licensee retain control of the business finances? Yes No

c. Does the management entity handle the payroll for the business? Yes No

d. Management Term Begin Date

e. Management Term End Date

f. How will the management company be compensated by the licensee? (check all that apply)

\$ per month/year (indicate amount)

% of alcohol sales (indicate percentage)

% of overall sales (indicate percentage)

other (please explain)

ABCC Licensee Officer/LLC Manager

Management Agreement Entity Officer/LLC Manager

Signature:

Signature:

Title:

Title:

Date:

Date:

ADDITIONAL INFORMATION

Please utilize this space to provide any additional information that will support your application or to clarify any answers provided above.

Alex Dos Santos Evoras, the 100% owner and Manager of Record of Playoff Sport Bar LLC, is personally funding this venture through his Citizens account (ending 463-5). The total investment of \$25,000 is composed of \$15,000 for the purchase of business assets from the prior occupant of 512 Middlesex Turnpike, Billerica, MA, and \$10,000 allocated toward initial startup costs including minor renovations, painting, and opening alcohol inventory. The \$15,000 asset purchase was completed on March 16, 2026, as evidenced by the signed Letter of Agreement and Payment Receipt between buyer Alex Dos Santos Evoras and seller Paul Looney. The corresponding \$15,000 withdrawal is reflected in the personal bank statement dated February 12 through March 11, 2026. The account balance prior to and following this withdrawal demonstrates sufficient personal financial capacity to cover the full \$25,000 investment, with a remaining balance of \$108,645.57 as of March 11, 2026. Regarding corporate structure, Alex Dos Santos Evoras holds 100% ownership of Playoff Sport Bar LLC and serves as Manager of Record for the ABCC license. He is a Qualified Alien under the Immigration and Nationality Act and holds a valid Employment Authorization Document, submitted herewith as proof of status. Diego Soares Pereira is listed as an LLC Manager with 0% ownership interest and will serve as the on-site Operations Manager responsible for the day-to-day management of the business. Diego Soares Pereira is a US citizen, and a copy of his US Passport is submitted here.

APPLICANT'S STATEMENT

I, ALEX DOS SANTOS EY the: sole proprietor; partner; corporate principal; LLC/LLP manager
Authorized Signatory

of Playoff sports Bar LLC
Name of the Entity/Corporation

hereby submit this application (hereinafter the "Application"), to the local licensing authority (the "LLA") and the Alcoholic Beverages Control Commission (the "ABCC" and together with the LLA collectively the "Licensing Authorities") for approval.

I do hereby declare under the pains and penalties of perjury that I have personal knowledge of the information submitted in the Application, and as such affirm that all statements and representations therein are true to the best of my knowledge and belief. I further submit the following to be true and accurate:

- (1) I understand that each representation in this Application is material to the Licensing Authorities' decision on the Application and that the Licensing Authorities will rely on each and every answer in the Application and accompanying documents in reaching its decision;
- (2) I state that the location and description of the proposed licensed premises are in compliance with state and local laws and regulations;
- (3) I understand that while the Application is pending, I must notify the Licensing Authorities of any change in the information submitted therein. I understand that failure to give such notice to the Licensing Authorities may result in disapproval of the Application;
- (4) I understand that upon approval of the Application, I must notify the Licensing Authorities of any change in the ownership as approved by the Licensing Authorities. I understand that failure to give such notice to the Licensing Authorities may result in sanctions including revocation of any license for which this Application is submitted;
- (5) I understand that the licensee will be bound by the statements and representations made in the Application, including, but not limited to the identity of persons with an ownership or financial interest in the license;
- (6) I understand that all statements and representations made become conditions of the license;
- (7) I understand that any physical alterations to or changes to the size of the area used for the sale, delivery, storage, or consumption of alcoholic beverages, must be reported to the Licensing Authorities and may require the prior approval of the Licensing Authorities;
- (8) I understand that the licensee's failure to operate the licensed premises in accordance with the statements and representations made in the Application may result in sanctions, including the revocation of any license for which the Application was submitted; and
- (9) I understand that any false statement or misrepresentation will constitute cause for disapproval of the Application or sanctions including revocation of any license for which this Application is submitted.
- (10) I confirm that the applicant corporation and each individual listed in the ownership section of the application is in good standing with the Massachusetts Department of Revenue and has complied with all laws of the Commonwealth relating to taxes, reporting of employees and contractors, and withholding and remitting of child support.

Signature: Alex dos Santos Eyros

Date: 03/17/2026

Title: LLC Manager

ADDENDUM A

6. PROPOSED OFFICERS, STOCK OR OWNERSHIP INTEREST (Continued...)

List all individuals or entities that will have a direct or indirect, beneficial or financial interest in this license (E.g. Stockholders, Officers, Directors, LLC Managers, LLP Partners, Trustees etc.).

| | |
|--|--|
| Entity Name <input style="width: 100%; height: 25px;" type="text"/> | Percentage of Ownership in Entity being Licensed (Write "NA" if this is the entity being licensed) <input style="width: 100%; height: 25px;" type="text"/> |
|--|--|

| | | | |
|---|---|---|---|
| Name of Principal | Residential Address | SSN | DOB |
| <input style="width: 100%; height: 25px;" type="text"/> | <input style="width: 100%; height: 25px;" type="text"/> | <input style="width: 100%; height: 25px;" type="text"/> | <input style="width: 100%; height: 25px;" type="text"/> |
| Title and or Position | Percentage of Ownership | Director/ LLC Manager | US Citizen |
| <input style="width: 100%; height: 25px;" type="text"/> | <input style="width: 100%; height: 25px;" type="text"/> | <input type="radio"/> Yes <input type="radio"/> No | <input type="radio"/> Yes <input type="radio"/> No |
| | | | MA Resident |
| | | | <input type="radio"/> Yes <input type="radio"/> No |

| | | | |
|---|---|---|---|
| Name of Principal | Residential Address | SSN | DOB |
| <input style="width: 100%; height: 25px;" type="text"/> | <input style="width: 100%; height: 25px;" type="text"/> | <input style="width: 100%; height: 25px;" type="text"/> | <input style="width: 100%; height: 25px;" type="text"/> |
| Title and or Position | Percentage of Ownership | Director/ LLC Manager | US Citizen |
| <input style="width: 100%; height: 25px;" type="text"/> | <input style="width: 100%; height: 25px;" type="text"/> | <input type="radio"/> Yes <input type="radio"/> No | <input type="radio"/> Yes <input type="radio"/> No |
| | | | MA Resident |
| | | | <input type="radio"/> Yes <input type="radio"/> No |

| | | | |
|---|---|---|---|
| Name of Principal | Residential Address | SSN | DOB |
| <input style="width: 100%; height: 25px;" type="text"/> | <input style="width: 100%; height: 25px;" type="text"/> | <input style="width: 100%; height: 25px;" type="text"/> | <input style="width: 100%; height: 25px;" type="text"/> |
| Title and or Position | Percentage of Ownership | Director/ LLC Manager | US Citizen |
| <input style="width: 100%; height: 25px;" type="text"/> | <input style="width: 100%; height: 25px;" type="text"/> | <input type="radio"/> Yes <input type="radio"/> No | <input type="radio"/> Yes <input type="radio"/> No |
| | | | MA Resident |
| | | | <input type="radio"/> Yes <input type="radio"/> No |

| | | | |
|---|---|---|---|
| Name of Principal | Residential Address | SSN | DOB |
| <input style="width: 100%; height: 25px;" type="text"/> | <input style="width: 100%; height: 25px;" type="text"/> | <input style="width: 100%; height: 25px;" type="text"/> | <input style="width: 100%; height: 25px;" type="text"/> |
| Title and or Position | Percentage of Ownership | Director/ LLC Manager | US Citizen |
| <input style="width: 100%; height: 25px;" type="text"/> | <input style="width: 100%; height: 25px;" type="text"/> | <input type="radio"/> Yes <input type="radio"/> No | <input type="radio"/> Yes <input type="radio"/> No |
| | | | MA Resident |
| | | | <input type="radio"/> Yes <input type="radio"/> No |

| | | | |
|---|---|---|---|
| Name of Principal | Residential Address | SSN | DOB |
| <input style="width: 100%; height: 25px;" type="text"/> | <input style="width: 100%; height: 25px;" type="text"/> | <input style="width: 100%; height: 25px;" type="text"/> | <input style="width: 100%; height: 25px;" type="text"/> |
| Title and or Position | Percentage of Ownership | Director/ LLC Manager | US Citizen |
| <input style="width: 100%; height: 25px;" type="text"/> | <input style="width: 100%; height: 25px;" type="text"/> | <input type="radio"/> Yes <input type="radio"/> No | <input type="radio"/> Yes <input type="radio"/> No |
| | | | MA Resident |
| | | | <input type="radio"/> Yes <input type="radio"/> No |

| | | | |
|---|---|---|---|
| Name of Principal | Residential Address | SSN | DOB |
| <input style="width: 100%; height: 25px;" type="text"/> | <input style="width: 100%; height: 25px;" type="text"/> | <input style="width: 100%; height: 25px;" type="text"/> | <input style="width: 100%; height: 25px;" type="text"/> |
| Title and or Position | Percentage of Ownership | Director/ LLC Manager | US Citizen |
| <input style="width: 100%; height: 25px;" type="text"/> | <input style="width: 100%; height: 25px;" type="text"/> | <input type="radio"/> Yes <input type="radio"/> No | <input type="radio"/> Yes <input type="radio"/> No |
| | | | MA Resident |
| | | | <input type="radio"/> Yes <input type="radio"/> No |

| | | | |
|---|---|---|---|
| Name of Principal | Residential Address | SSN | DOB |
| <input style="width: 100%; height: 25px;" type="text"/> | <input style="width: 100%; height: 25px;" type="text"/> | <input style="width: 100%; height: 25px;" type="text"/> | <input style="width: 100%; height: 25px;" type="text"/> |
| Title and or Position | Percentage of Ownership | Director/ LLC Manager | US Citizen |
| <input style="width: 100%; height: 25px;" type="text"/> | <input style="width: 100%; height: 25px;" type="text"/> | <input type="radio"/> Yes <input type="radio"/> No | <input type="radio"/> Yes <input type="radio"/> No |
| | | | MA Resident |
| | | | <input type="radio"/> Yes <input type="radio"/> No |

CRIMINAL HISTORY

Has any individual identified above ever been convicted of a State, Federal or Military Crime?
 If yes, attach an affidavit providing the details of any and all convictions.

 Yes No



Commonwealth of Massachusetts
Alcoholic Beverages Control Commission
239 Causeway Street, First Floor
Boston, MA 02114

DEBORAH B. GOLDBERG
TREASURER AND RECEIVER GENERAL

CORI REQUEST FORM

JEAN M. LORIZIO, ESQ.
CHAIRMAN

The Alcoholic Beverages Control Commission ("ABCC") has been certified by the Criminal History Systems Board to access conviction and pending Criminal Offender Record Information ("CORI"). For the purpose of approving each shareholder, owner, licensee or applicant for an alcoholic beverages license, I understand that a criminal record check will be conducted on me, pursuant to the above. The information below is correct to the best of my knowledge.

ABCC LICENSE INFORMATION

ABCC NUMBER: (IF EXISTING LICENSEE) LICENSEE NAME: CITY/TOWN:

APPLICANT INFORMATION

LAST NAME: FIRST NAME: MIDDLE NAME:

MAIDEN NAME OR ALIAS (IF APPLICABLE): PLACE OF BIRTH:

DATE OF BIRTH:

MOTHER'S NAME:

GENDER:

CURRENT ADDRESS:

CITY/TOWN: STATE: ZIP:

FORMER ADDRESS:

CITY/TOWN: STATE: ZIP:

PRINT AND SIGN

PRINTED NAME: APPLICANT/EMPLOYEE SIGNATURE:

NOTARY INFORMATION

On this before me, the undersigned notary public, personally appeared (name of document signer), proved to me through satisfactory evidence of identification, which were to be the person whose name is signed on the preceding or attached document, and acknowledged to me that (he) (she) signed it voluntarily for its stated purpose.

NOTARY

DIVISION USE ONLY

REQUESTED BY:

The DCR strongly urges every F&B applicant to be completed by those applicants that have been issued an identity fraud ID# number by the DCR. Kentucky licensees are required to provide all applicants the opportunity to include this information in order to receive the results of the CORI request process. All CORI request forms that include this field are required to be submitted to the DCR, per mail-in by fax to (517) 600-4114.

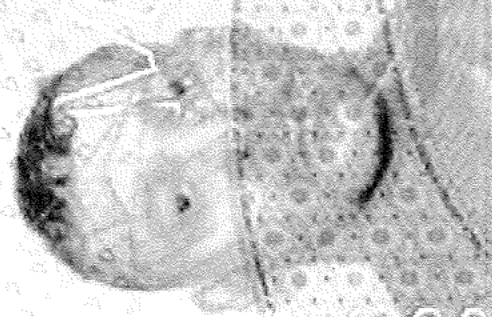


ANGELA WESTEN
Notary Public
Commonwealth of Massachusetts
My Commission Expires
September 15, 2028

UNITED STATES
EMPLOYMENT



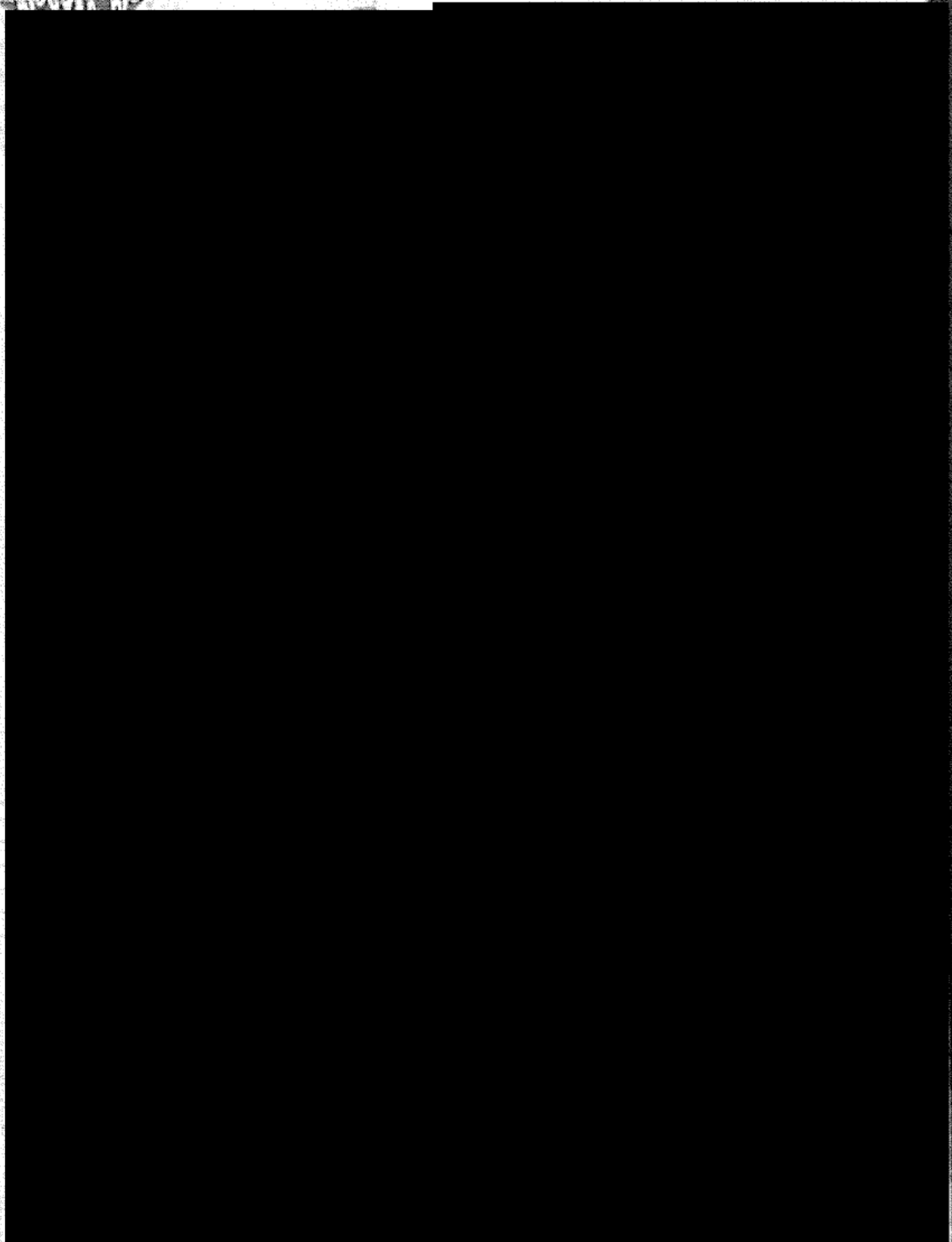
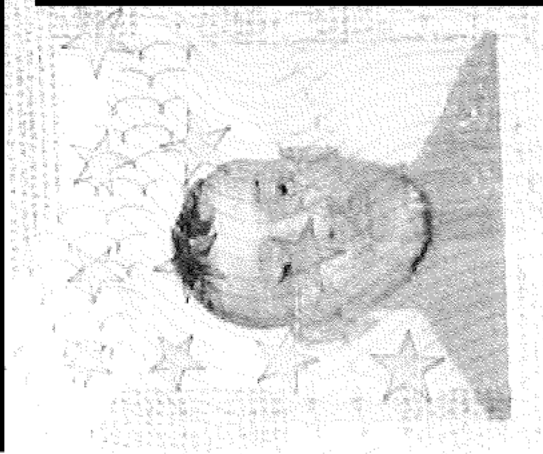
05 1911



NOT VALID FOR REENTRANCE

FORM 15766

70721287





Commonwealth of Massachusetts
 Alcoholic Beverages Control Commission
 239 Causeway Street, First Floor
 Boston, MA 02114

DEBORAH B. GOLDBERG
 TREASURER AND RECEIVER GENERAL

CORI REQUEST FORM

JEAN M. LORIZIO, ESQ.
 CHAIRMAN

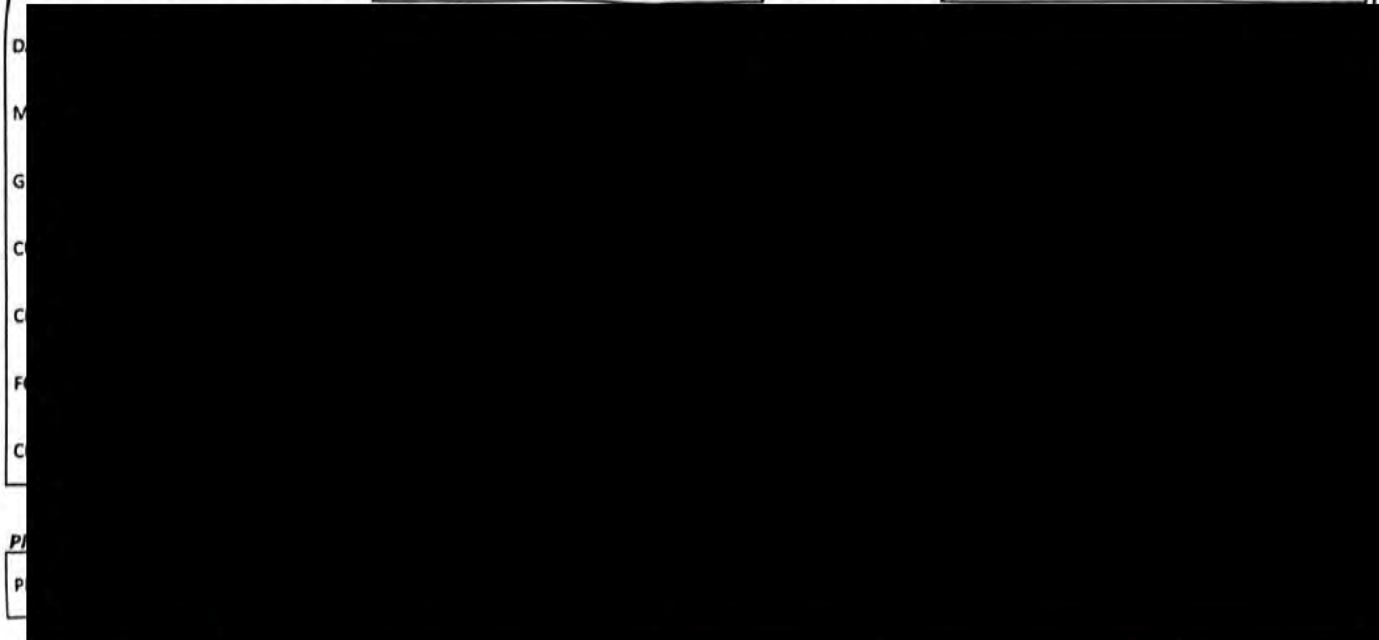
The Alcoholic Beverages Control Commission ("ABCC") has been certified by the Criminal History Systems Board to access conviction and pending Criminal Offender Record Information ("CORI"). For the purpose of approving each shareholder, owner, licensee or applicant for an alcoholic beverages license, I understand that a criminal record check will be conducted on me, pursuant to the above. The information below is correct to the best of my knowledge.

ABCC LICENSE INFORMATION

| | | |
|---|----------------|----------------------|
| ABCC NUMBER: <small>(IF EXISTING LICENSEE)</small> | LICENSEE NAME: | CITY/TOWN: Billerica |
|---|----------------|----------------------|

APPLICANT INFORMATION

| | | |
|--|------------------------|------------------|
| LAST NAME: Soares Pereira | FIRST NAME: Diego | MIDDLE NAME: N/A |
| MAIDEN NAME OR ALIAS (IF APPLICABLE): NA | PLACE OF BIRTH: Brazil | |



NOTARY INFORMATION

On this 04/23/2026 before me, the undersigned notary public, personally appeared DIEGO SOARES PEREIRA
 (name of document signer), proved to me through satisfactory evidence of identification, which were MASS DRIVER LICENSE
 to be the person whose name is signed on the preceding or attached document, and acknowledged to me that (he) (she) signed it voluntarily for its stated purpose.

ANGELA WESTEN
 NOTARY



ANGELA WESTEN
 Notary Public
 Commonwealth of Massachusetts
 My Commission Expires
 September 15, 2028

Angela Westen

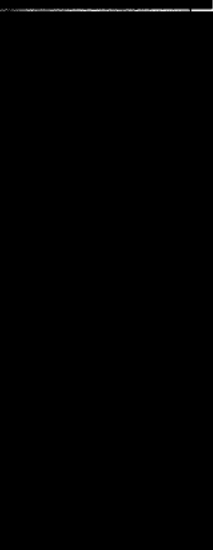
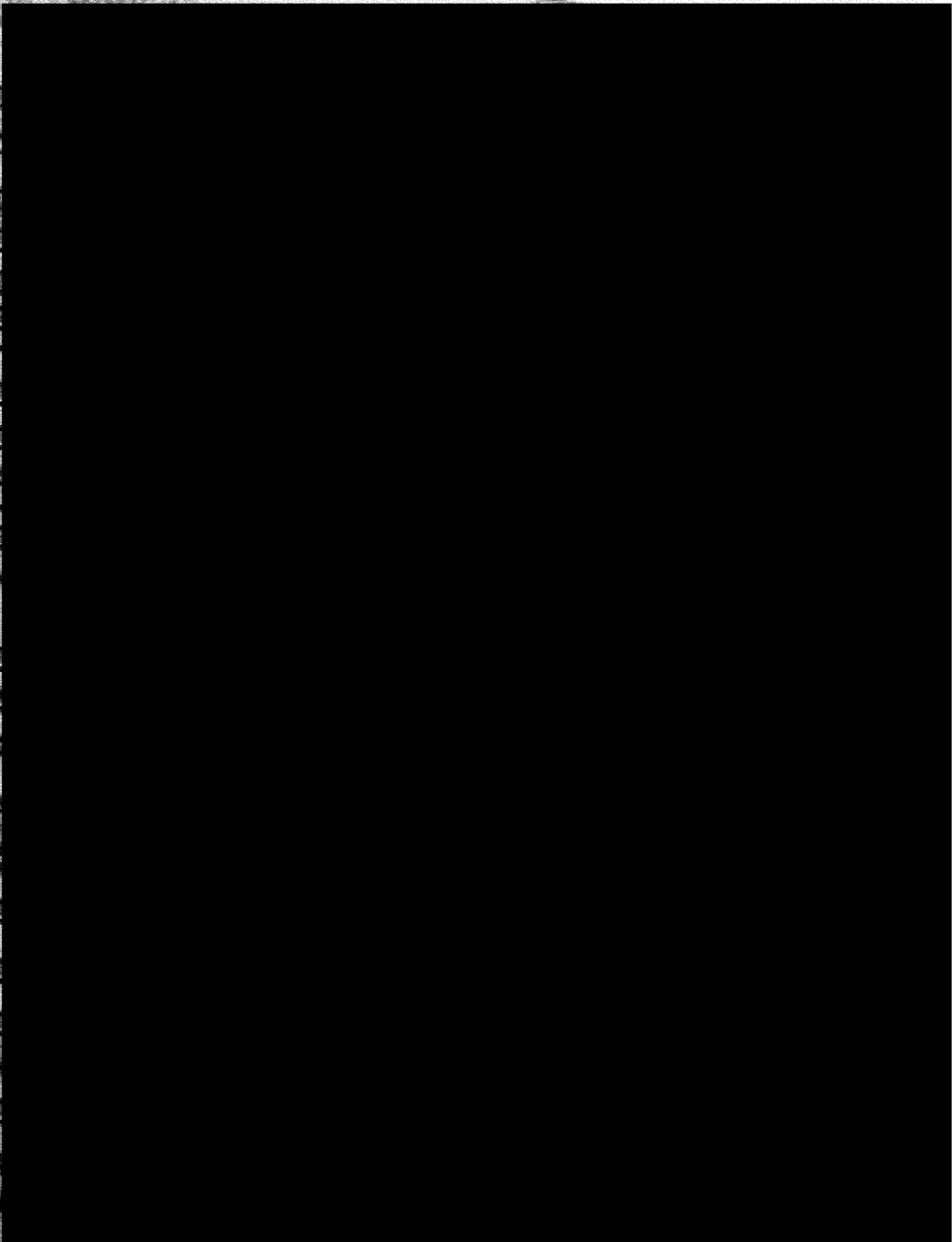


DIVISION USE ONLY

| |
|---|
| REQUESTED BY: <u>Diego Soares Pereira</u> <small>SIGNATURE OF CORI AUTHORIZED EMPLOYEE</small> |
|---|

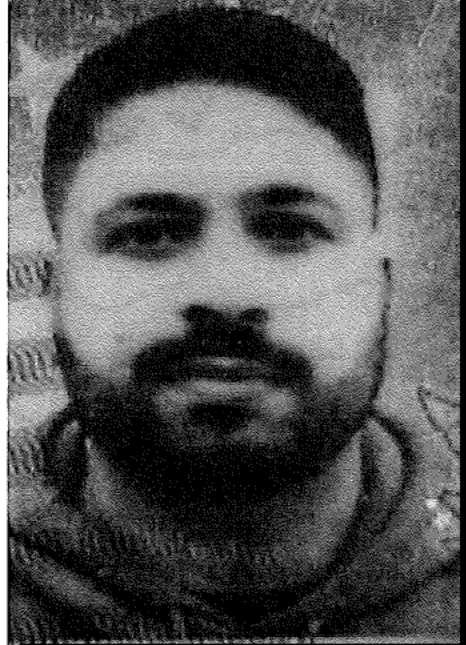
The DCJ Identity Theft Index PIN Number is to be completed by those applicants that have been issued an Identity Theft PIN Number by the DCJ. Certified agencies are required to provide all applicants the opportunity to include this information to ensure the accuracy of the CORI request process. ALL CORI request forms that include this field are required to be submitted to the DCJ via mail or by fax to (617) 460-4634.

UNITED STATES OF AMERICA



UNITED STATES OF AMERICA

★ PASSPORT CARD ★



Secretary of the Commonwealth of Massachusetts
William Francis Galvin

Business Entity Summary

ID Number: 001946186

[Request certificate](#)

[New search](#)

Summary for: PLAYOFFS SPORTS BAR LLC

The exact name of the Domestic Limited Liability Company (LLC): PLAYOFFS SPORTS BAR LLC

Entity type: Domestic Limited Liability Company (LLC)

Identification Number: 001946186

Date of Organization in Massachusetts: 02-03-2026 Date of Revival:

Last date certain:

The location or address where the records are maintained (A PO box is not a valid location or address):

Address: 512 MIDDLESEX TURNPIKE
City or town, State, Zip code, Country: BILLERICA, MA 01821 USA

The name and address of the Resident Agent:

Name: ALEX DOS SANTOS EVORAS
Address: [REDACTED]
City or [REDACTED]

The name and business address of each manager:

| Title | Individual name | Address |
|---------|------------------------|---|
| MANAGER | ALEX DOS SANTOS EVORAS | 512 MIDDLESEX TURNPIKE BILLERICA, MA 01821 USA USA |
| MANAGER | DIEGO SOARES PEREIRA | 512 MIDDLESEX TURNPIKE BILLERICA, MA 01821 USA USA |

In addition to the manager(s), the name and business address of the person(s) authorized to execute documents to be filed with the Corporations Division:

| Title | Individual name | Address |
|---------------|------------------------|---|
| SOC SIGNATORY | ALEX DOS SANTOS EVORAS | 512 MIDDLESEX TURNPIKE BILLERICA, MA 01821 USA USA |

The name and business address of the person(s) authorized to execute, acknowledge, deliver, and record any recordable instrument purporting to affect an interest in real property:

| Title | Individual name | Address |
|---------------|------------------------|---|
| REAL PROPERTY | ALEX DOS SANTOS EVORAS | 512 MIDDLESEX TURNPIKE BILLERICA, MA 01821 USA USA |

Consent

Confidential Data

Merger Allowed

Manufacturing

View filings for this business entity:

- ALL FILINGS
- Annual Report
- Annual Report - Professional
- Articles of Entity Conversion
- Certificate of Amendment
- Certificate of Revival

[View filings](#)

Comments or notes associated with this business entity:

[New search](#)



US702 | BR161
 ROP 450
 P.O. Box 7000
 Providence, RI 02940

**Citizens Quest
 Account Statement**

Page 1 of 3

Beginning February 12, 2026
 through March 11, 2026

Questions? Contact us today:



CALL:
 Citizens Quest Customer
 Service
 1-888-438-9888



VISIT:
 Access your account online:
citizensbank.com



MAIL:
 Citizens
 Customer Service Center
 P.O. Box 42001
 Providence, RI 02940-2001

ALEX DOS SANTOS EVORAS
 45 BRENTWOOD ST APT A
 MALDEN MA 02148-4735

**ALEX DOS SANTOS EVORAS
 RENATA ZOGBI DA ROCHA
 Citizens Quest Money Market
 XXXXXX-463-5**

Citizens Quest Money Market for XXXXXX-463-5

Balance Calculation

| | |
|------------------------|----------|
| Previous Balance | |
| Checks | - |
| Withdrawals & Debits | - |
| Deposits & Credit | + |
| Interest Paid | + |
| Current Balance | = |

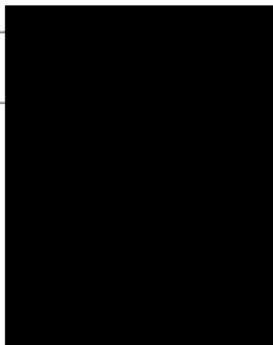


Balance

Average Daily Balance

Interest

Current Interest Rate
 Annual Percentage Yield Earned
 Number of Days Interest Earned
 Interest Earned
 Interest Paid This Year



Your next statement period will end on April 10, 2026.

Member FDIC Equal Housing Lender

Citizens Quest Money Market for XXXXXX-463-5 Continued

TRANSACTION DETAILS FOR MONEY MARKET ACCOUNT ENDING 463-5

Withdrawals & Debits **

***May include checks that have been processed electronically by the payee/merchant.*

| <i>Date</i> | <i>Amount</i> | <i>Description</i> | |
|--------------------------|---------------|--|---|
| Other Withdrawals | | | |
| 02/20 | | WITHDRAWAL | - |
| 03/06 | | CITIZENSBANK NA CARD PYMT 260305 011500120029532 | |

Interest

| <i>Date</i> | <i>Description</i> | |
|-------------|--------------------|---|
| 03/11 | INTEREST | + |

Daily Balance

| <i>Date</i> | <i>Date</i> | <i>Balance</i> | <i>Date</i> | <i>Balance</i> | = |
|-------------|-------------|----------------|-------------|----------------|---|
| 02/20 | 03/06 | 108,643.84 | 03/11 | | |

Checking Account Balance Worksheet

Before completing this worksheet, please be sure to adjust your checkbook register balance by

- Adding any interest earned
- Subtracting any fees or other charges

1 Your current balance on this statement

\$ _____
Current Balance

2 List deposits which do not appear on this statement

| Date | Amount | Date | Amount |
|------------|--------|------|--------|
| | | | |
| | | | |
| | | | |
| | | | |
| + \$ | | | |
| Total of 2 | | | |

3 Subtotal by adding 1 and 2

= \$ _____
Subtotal of 1 and 2

4 List outstanding checks, transfers, debits, POS purchases or withdrawals that do not appear on this statement.

| Date/ Check No. | Amount | Date/ Check No. | Amount |
|--------------------|--------|--------------------|--------|
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| - \$ | | | |
| Total of 4 | | | |

5 Subtract 4 from 3. This should match your checkbook register balance.

= \$ _____
Total

CUSTOMER SERVICE

If you have any questions regarding your account or discover an error, call the number shown on the front of your statement or write to us at the following address:

*Citizens
Customer Service Center
P.O. Box 42001
Providence, RI 02940-2001*

Change of Address

Please call the number shown at the front of your statement to notify us of a change of address.

DEPOSIT ACCOUNTS ARE NON-TRANSFERABLE

Personal deposit accounts, such as CD's and savings accounts, cannot be transferred to another person or to a corporate entity.

ELECTRONIC TRANSFERS

In Case of Errors or Questions About Your Electronic Transfers (For Consumer Accounts Used Primarily for Personal, Family or Household Purposes)

Telephone us at the customer service number provided on Page 1 of this statement or write to us at the customer service address provided as soon as you can, if you think your statement or receipt is wrong or if you need more information about an electronic transfer on the statement or receipt. We must hear from you no later than 60 days after we sent you the FIRST statement on which the error or problem appeared.

- Tell us your name and account number, if any.
- Describe the error or the transfer you are unsure about, and explain as clearly as you can why you believe it is an error or why you need more information.
- Tell us the dollar amount of the suspected error and, if possible, the date it appeared on your statement or receipt.
- It will be helpful to us if you also give us a telephone number at which you can be reached in case we need any further information.

For consumer accounts used primarily for personal, family, or household purposes, we will investigate your complaint and will correct any error promptly. If we take more than 10 business days (20 business days if you are a new customer, for electronic transfers occurring during the first 30 days after the first deposit is made to your account) to do this, we will credit your account for the amount you think is in error, so that you will have the use of the money during the time it takes us to complete our investigation.

(For other accounts, we investigate, and if we find we have made an error, we credit your account at the conclusion of our investigation.)

OVERDRAFT LINES OF CREDIT

BILLING RIGHTS SUMMARY

What To Do If You Think You Find A Mistake On Your Statement:

If you think there is an error on your statement write to us at the customer service address provided as soon as possible.

In your letter, give us the following information:

- Account information: Your name and account number.
- Dollar amount: The dollar amount of the suspected error.
- Description of Problem: If you think there is an error on your bill, describe what you believe is wrong and why you believe it is a mistake.

You must contact us within 60 days after the error appeared on your statement. You must notify us of any potential errors in writing. You may call us, but if you do we are not required to investigate any potential errors and you may have to pay the amount in question. While we investigate whether or not there has been an error the following are true:

- We cannot try to collect the amount in question or report you as delinquent on that amount.
- The charge in question may remain on your statement and we may continue to charge you interest on that amount. But, if we determine that we made a mistake, you will not have to pay the amount in question or any interest or other fees related to that amount.
- While you do not have to pay the amount in question, you are responsible for the remainder of your balance.
- We can apply any unpaid amount against your credit limit.

INTEREST CHARGE CALCULATIONS FOR OVERDRAFT LINE OF CREDIT ACCOUNTS BASED ON AVERAGE DAILY BALANCE COMPUTATION METHOD

Calculating your Interest Charge

We calculate the interest charge on your Overdraft Line by applying the Daily Periodic Rate to the Average Daily Balance. Then, we multiply that result by the number of days in the billing cycle in which a balance is owed on your Overdraft Line. This gives us the total interest charge for that billing period.

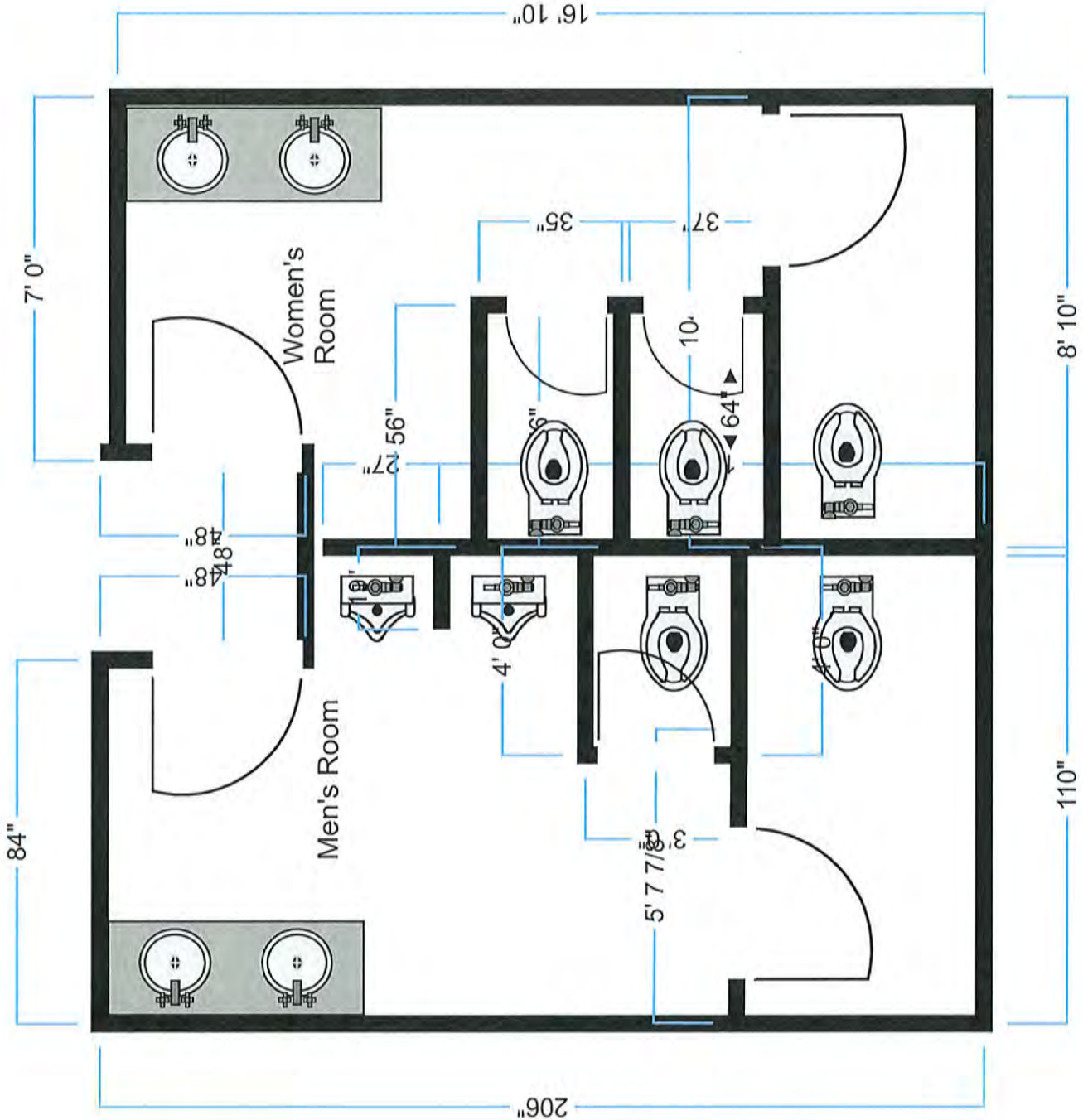
Calculating your Average Daily Balance

To calculate the average daily balance, we take the beginning balance of you Overdraft Line each day (which does not include any unpaid interest charges or fees), add any new loan advances as of the date of those advances and subtract any payments or credits. This gives us the daily balance. Then, we add all the daily balances for the billing cycle together and divide the total by the number of days in the billing cycle. This gives us the average daily balance of your account.

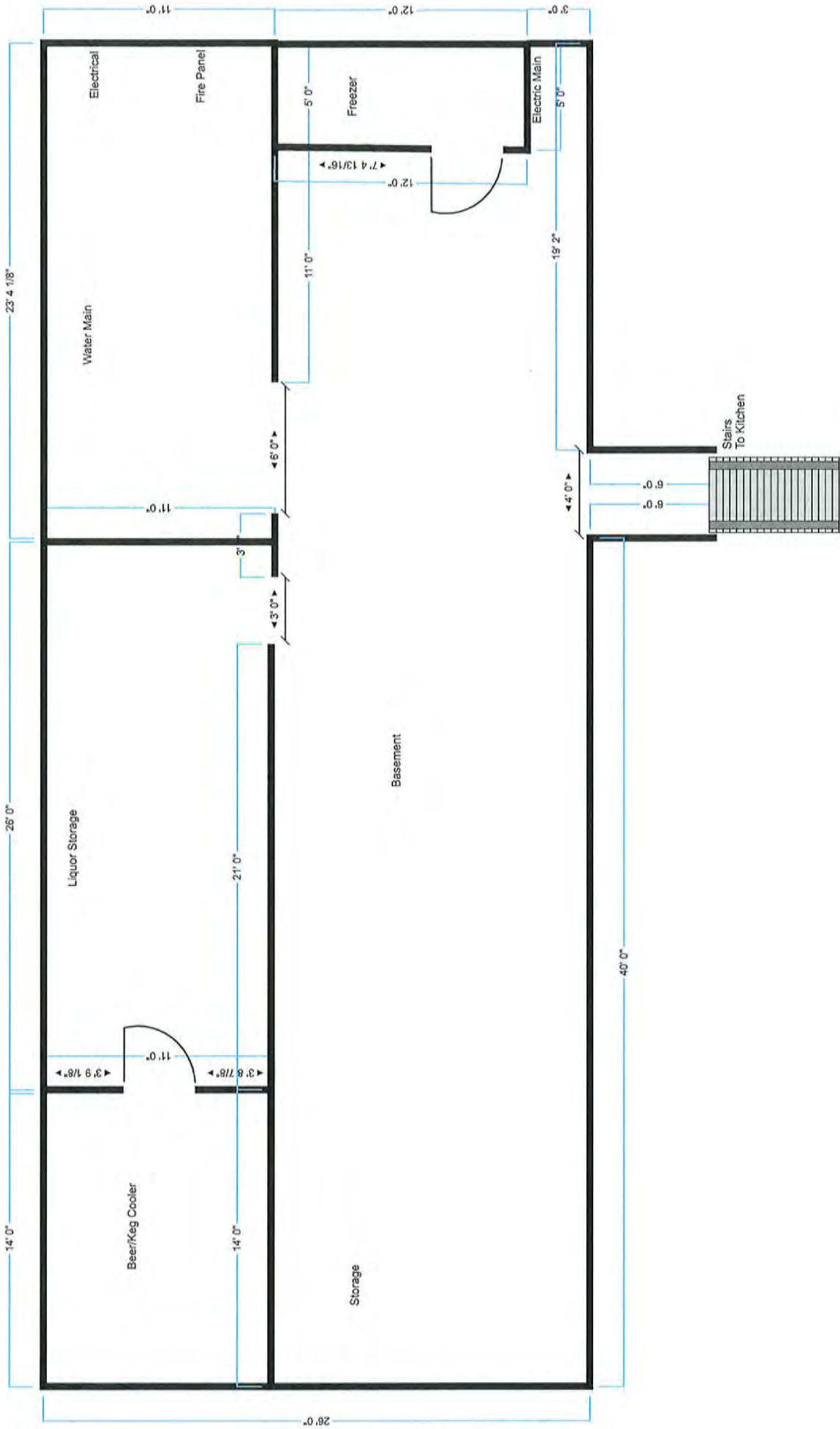
Credit Bureau Reporting

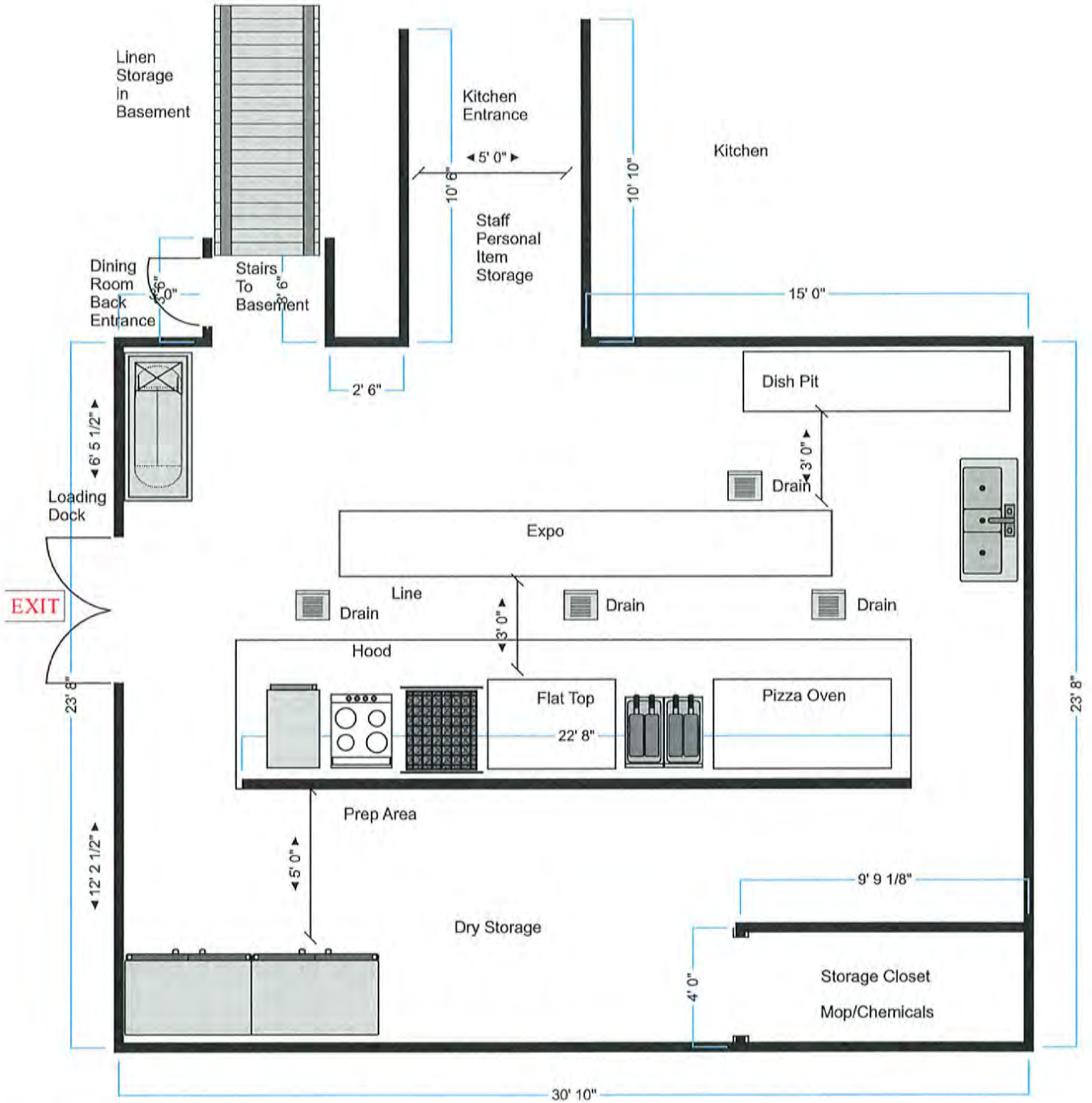
We may report information about your Overdraft Line to credit bureaus for each joint account holder of your checking account. Late payments, missed payments, or other defaults on your Overdraft Line may be reflected in your credit report. If you believe we have furnished inaccurate or incomplete information to a credit reporting agency, write to us at the consumer service address provided and include your name, address, account number, and description of what you believe is inaccurate or incomplete.

Thank you for banking with Citizens.



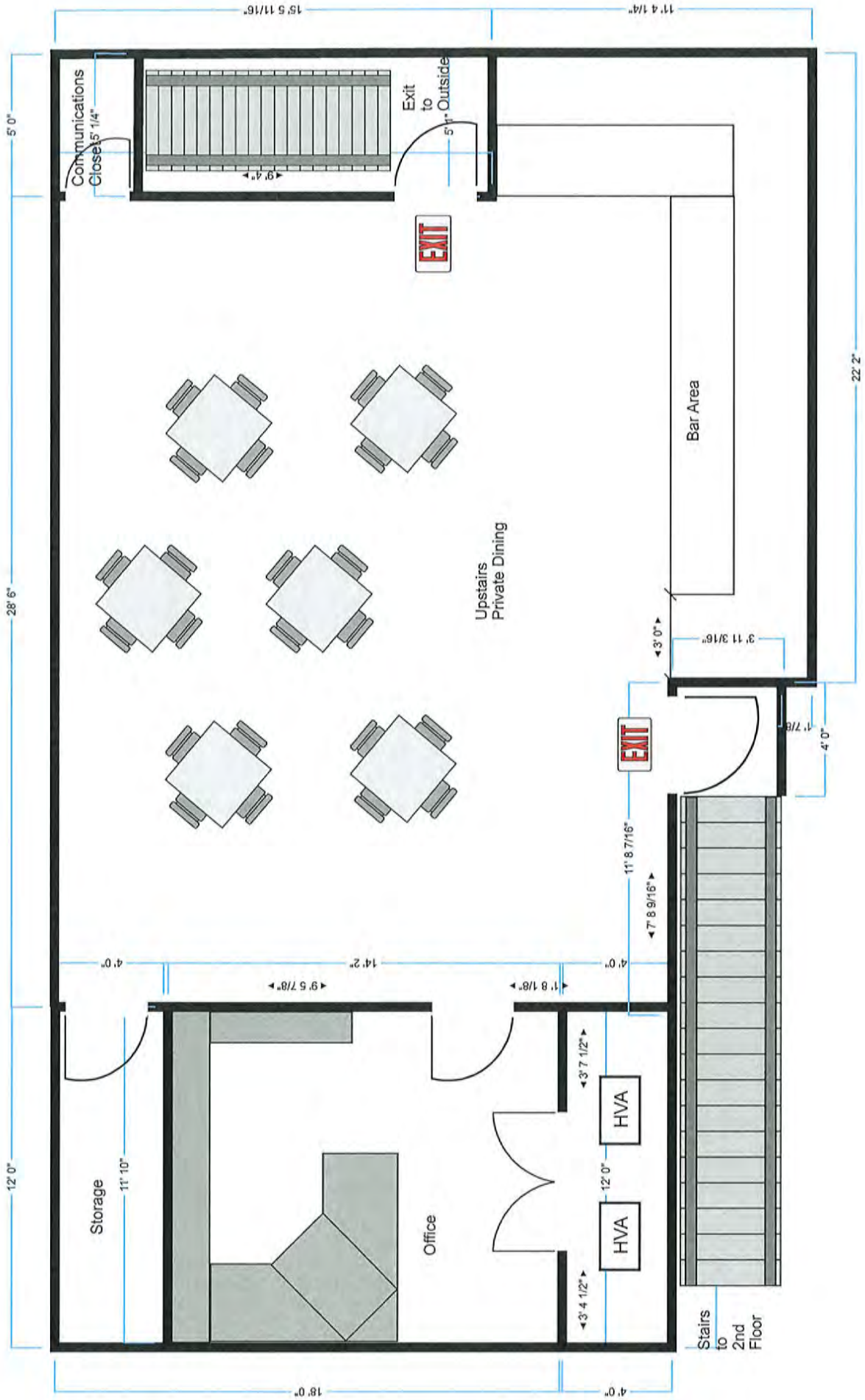
Playoffs Basement





Trash & Recycling Area





12' 0" 28' 6" 5' 0" 11' 4 1/4" 22' 2" 18' 0" 4' 0" 11' 8 7/16" 7' 8 9/16" 11' 8 7/16" 4' 0" 1' 7/8" 4' 0" 3' 11 3/16" 3' 0" 9' 5 7/8" 14' 2" 4' 0" 11' 10" 3' 7 1/2" 12' 0" 3' 4 1/2" 1' 8 1/8" 4' 0" 4' 0" 5' 0"

Communications
Closets 1/4"

Exit
to
5' 1" Outside

EXIT

EXIT

Storage

Office

Upstairs
Private Dining

Bar Area

Stairs
to
2nd
Floor

HVA

HVA

COMMERCIAL LEASE

This **INDENTURE OF LEASE** made the 17th day of February, 2026 by and among Five Twelve Middlesex, LLC, a Massachusetts limited liability company with a usual place of business at 512 Middlesex Turnpike, Billerica, MA 01821 (“**LANDLORD**”) and PLAYOFFS SPORTS BAR LLC, a Massachusetts limited liability company with a usual place of business at 45 Brentwood Street, Apt. A, Malden, MA 02148 (the “**TENANT**”), and Alex Do Santos Evoras of 45 Brentwood Street, Apt. A, Malden, MA 02148 (the “**GUARANTOR**”).

WITNESSETH:

1. PREMISES

1.1. **Leased Premises.** Landlord hereby leases to Tenant, and Tenant hereby leases from Landlord upon and subject to the terms and provisions of this Lease, the premises (sometimes herein referred to as “Leased Premises” or “Premises”) known and numbered as 512 Middlesex Turnpike, Billerica, Massachusetts, together with the building thereon (the “Building”).

1.2. **Exceptions and Reservations.** Excepted and reserved to the Landlord, however, from the Premises, is the space necessary to install, maintain and operate, by means of pipes, ducts, wires or otherwise those utilities and services required for the Building, and the right of access and entry to the Premises by the Landlord and its agents for the purpose of making repairs, alterations and additions to the Premises and to the Building.

2. TERM OF LEASE

2.1. **Term.** Subject to the conditions herein stated, the Tenant shall hold the Premises for a term of two (2) years (the “Original Term”) commencing on March 1, 2026 (the “Lease Commencement Date”) and terminating on February 28, 2028.

2.2. **Lease Year.** As used in this Lease, the term “Term” shall mean the Term and the defined in Section 2.1 above, and term “lease year” shall mean each successive 12-month period included in whole or in part during the Term.

3. RENT

3.1. **Fixed Rent.** The annual fixed rent (“Fixed Rent”) payable by the Tenant to the Landlord during the Term shall be \$88,800.00.

3.2. **Additional Rent.** The Lessee also agrees to pay as additional rental (“Additional Rent”) when due or payable all other obligations and liabilities which the Lessee assumes and agrees to pay by express assumption or agreement elsewhere in this Lease, together with every fine, penalty, interest and cost which may be added thereto or become due or be imposed by operation of law for the non-payment or late payment thereof, and, in the event of any failure on the part of the Lessee so to pay or discharge any of the same, the Lessor shall have all rights and remedies as in the case of non-payment of the Fixed Rent.

4. TIME AND PLACE OF PAYMENTS; LATE FEE

4.1. **Payment of Rent.** All Fixed Rent shall be payable in monthly installments due on the 1st day of every month during the Term commencing on the Lease Commencement Date (each a "Rent Payment Date"). All Fixed Rent payments and other amounts due hereunder shall be made by the Tenant to the Landlord without notice or demand at such place as the Landlord may from time to time designate in writing. The extension of time for the payment of any amount due hereunder, or the acceptance thereof after the time at which it is payable shall not be a waiver of the rights of the Landlord to insist on having all other payments made in the manner at the times herein specified.

4.2. **Late Fee.** In the event any Fixed Rent, Additional Rent or any other payments due from Tenant to Landlord pursuant to the terms of this Lease are not paid within 10 days of the due date thereof, Tenant shall be charged a late fee of \$300 for each late payment for each month or portion thereof that said payment remains outstanding. Said late fee shall be payable in addition to and not in exclusion of additional remedies herein provided to Landlord.

5. USE OF PREMISES

It is a condition of this Lease that the Premises may only be used as a restaurant/bar and ancillary uses related thereto. Tenant agrees that no business will be conducted on or in the Premises which are not in conformity with the use restrictions set forth herein nor will said Tenant use the Premises in violation of any zoning ordinance laws or bylaws affecting the Premises.

6. TENANT'S UTILITY OBLIGATIONS.

The Tenant shall promptly pay for all utilities furnished to the Premises. Landlord shall not in any way be liable or responsible to Tenant for any loss, damage or expense which Tenant may sustain or incur if the quantity, character or supply of electrical energy is changed or is no longer available or suitable for Tenant's requirements.

7. CONDITION/PREPARATION OF PREMISES; ALTERATIONS; RETURN

7.1. **Condition of the Premises.** The Premises are leased to the Tenant in their "As Is" condition and Landlord shall have no obligation to complete any work to prepare the Premises for Tenant's occupancy. Tenant accepts the Premises in their present condition, without representation or warranty, express or implied, in fact or in law, by Landlord and without recourse to Landlord as to the nature, condition or usability thereof. It is understood and agreed that the Landlord has made no representations as to the condition of the Premises or the Building, or as to their fitness for any specific purpose.

7.2. **Alterations.** No alterations, additions or improvements (hereinafter "Alterations") to the Premises shall be made by the Tenant without the prior written consent of the Landlord, which shall not be unreasonably withheld or delayed. All work done in connection with any Alterations, following Landlord's approval thereof, shall be done in a good and workmanlike manner, in accordance with all applicable laws, with all permits and approvals therefor obtained by Tenant and performed by contractors approved by Landlord. Any such contractor shall be required to provide certificates of comprehensive general liability and property damage insurance in amounts reasonably required by Landlord, naming Landlord as an additional insured. Once commenced by Tenant, such work shall proceed diligently and continuously to completion, and in

performing such Alterations, Tenant shall keep all areas outside the Premises clean and free of debris at all times. Tenant shall comply, and shall cause its contractors to comply, with any reasonable directive from the Landlord regarding the performance of the Alterations. Any Alterations made by the Tenant after such consent shall have been given, and any non-trade fixtures installed as part thereof shall at the Landlord's option become the property of the Landlord upon the expiration or other sooner termination of this Lease. If Landlord shall fail to exercise such option, the Tenant shall remove such fixtures at the Tenant's cost upon the termination of this Lease, leaving the Premises in good order and repair, reasonable wear and tear only excepted.

7.3. Return of Premises. The Tenant shall, at the expiration or earlier termination of this Lease, remove its goods and effects and peaceably yield up the Premises clean and in good order, repair and condition, ordinary wear and tear excepted (but this exception shall apply only if Tenant has employed good maintenance practices, and this exception shall not excuse Tenant from any obligation hereunder to make necessary repairs and replacements); and Tenant shall repair any injury done to the Premises or the Building by the installation or removal of the Tenant's fixtures or other property.

All trade fixtures, personal property or items of décor installed by Tenant shall be removed from the Premises prior to the expiration or earlier termination of this Lease and the Tenant shall restore and return the Premises to its original condition prior to such Alterations. Landlord may, at the time of its approval of any Alterations, designate, as a condition of its approval of same, that the Alterations or certain portions thereof shall be removed from the Premises upon the expiration of the Term, in which event, prior to the expiration of the Term such designated Alterations shall be removed by Tenant, at Tenant's sole cost and expense, and Tenant shall repair any injury done to the Premises or the Building by the installation or removal of the same.

Notwithstanding the foregoing, if Tenant is then in default hereunder, all of the foregoing articles, insofar as the Landlord shall so direct, shall remain in the Premises until such time as said default is cured; and upon a termination of this Lease due to Tenant's default same shall remain at the Premises (except to the extent that Landlord directs Tenant to remove same, in which case Tenant shall be responsible, at its expense for all such removal, as aforesaid), and at the Landlord's election, be stored by Landlord, either at the Premises or at such storage facility as Landlord may select, without and responsibility by Landlord for any damage resulting therefrom, for the account of the Tenant; and Tenant shall be liable for any costs and expense incurred by Landlord in connection therewith and shall pay Landlord for such costs and expenses prior to the expiration or earlier termination of this Lease (unless as directed by Landlord as provided herein) or if such articles are stored by Landlord and Landlord elects to end such storage at any time, they may be deemed abandoned and may be retained, sold, or disposed of by Landlord in any way Landlord sees fit, for Landlord's benefit but at Tenant's sole cost and expense.

8. REPAIRS AND MAINTENANCE

The Landlord shall keep and maintain the structural components and mechanical systems, other than the heating and air conditioning system of the Building, in good order, repair and condition, and shall be responsible for the repair, maintenance and replacement of such structural elements and mechanical systems of the Building.

Other than with respect to the structural components and mechanical systems of the Building, the Tenant shall keep and maintain the nonstructural components of the Building in good

order, repair and condition, and shall be responsible for repair, maintenance and replacement of such non-structural elements, specifically including the roof, exterior of the building, windows, equipment, doors, door moldings and frames, ceilings, floor coverings, interior and exterior all walls, all building appliances, heating and air conditioning equipment, meters, fixtures and equipment appurtenant to the Premises.

Tenants shall be solely responsible for maintaining the parking and landscape areas on the Premises, specifically including the removal of snow and ice from the parking lot and walkways on the Premises.

Tenant's work and/or repairs shall be in accordance with all applicable laws, ordinances, orders and regulations of any public authority having jurisdiction over the Premises, or by any insurer or the Town of Billerica Fire Department.

9. QUIET ENJOYMENT

The Tenant, upon prompt payment of the rent and other amounts herein reserved, and upon the performance of all of its obligations under this Lease, shall at all times during the Term and during any extension or renewal thereof, peaceably and quietly enjoy the Premises without any disturbance from the Landlord or from any other person claiming through the Landlord, subject, however, to the rights of holders of mortgages and to the terms and provisions of this Lease.

10. INSURANCE

10.1. Indemnification. The Tenant shall save the Landlord harmless and indemnified from and against all injury, loss, claim or damage to any person or property while on the Premises arising out of the use or occupancy of the Premises by the Tenant (unless caused by the gross negligence or default of the Landlord, its employees, agents, licensees or contractors) and from and against all injury, loss, claim or damage to any person or property occasioned by any act, neglect or default of the Tenant or any of Tenant's agents, employees or contractors.

10.2. Liability Insurance. The Tenant shall maintain with respect to the operation of its business at the Premises general liability and liquor liability insurance in limits of not less than \$2,000,000.00 per occurrence, or such greater amount as Landlord shall reasonably require from time to time during the Term, for combined single limit bodily injury and property damage liability, in companies qualified to do business in Massachusetts and acceptable to Landlord, insuring the Landlord as well as the Tenant against injury to persons or damage to property as herein provided.

10.3. Property Insurance. The Tenant shall maintain, at its sole cost and expense, fire and extended coverage insurance for all of its contents, furniture, furnishings, equipment, improvements, funds, personal property, floor coverings and fixtures located within or about the Premises, providing protection in an amount equal to 100% percent of the full replacement value of said items (replacement value meaning the cost of repairing or replacing the damaged property without deduction for depreciation).

10.4. Insurance Policies. The Tenant shall deposit with the Landlord certificates of insurance that it is required to maintain under this Section, at or prior to the Lease Commencement Date, and thereafter, within 30 days prior to the expiration of each such policy. Such policies shall to the extent obtainable, provide that the policies may not be changed or canceled without at least

30 days prior written notice to the Landlord. Such insurance may be maintained by the Tenant under a blanket policy or policies so-called.

10.5. Landlord's Insurance. Landlord shall maintain fire and extended coverage insurance on the Building providing protection in an amount determined by Landlord to be adequate.

10.6. Tenant shall deliver certificates of all insurance to Landlord upon execution of this Lease and new certificates not later than thirty (30) days prior to the expiration of each policy. Each policy shall provide (and the certificate shall evidence) that the policy will not expire, be cancelled or be materially modified without thirty (30) days prior written notice to Landlord and, if Landlord requests, to Landlord's mortgagee(s).

10.7. Waiver of Subrogation. Landlord and Tenant and all parties claiming under them mutually release and discharge each other from all claims and liabilities arising from or caused by any casualty or hazard covered or required hereunder to be covered in whole or in part by insurance on the Premises or in connection with property on or activities conducted on the Premises, and waive any right of subrogation which might otherwise exist in or accrue to any person on account thereof, provided that such release shall not operate in any case where the effect is to invalidate or increase the cost of such insurance coverage (provided, that in the case of increased cost, the other party shall have the right, within 30 days following written notice, to pay such increased cost, thereby keeping such release and waiver in full force and effect).

11. FIRE AND CASUALTY DAMAGE

11.1. Termination. Should all or a portion of the Premises, or of the Building, be substantially damaged (as defined below) by fire or other casualty, the Landlord at its option may elect to terminate this Lease. Should all or a portion of the Premises be substantially damaged (as defined below) by fire or other casualty, the Tenant may elect to terminate this Lease if:

- (1) The Landlord fails to give written notice within 60 days after such damage of its intention to restore the Premises, or
- (2) Such damage causes the Premises to be untenantable for Tenant's use thereof for more than 180 days.

Tenant shall exercise its option to terminate by giving written notice to Landlord, as applicable, within 30 days after Landlord's failure to notify or within 30 days after such 180-day period.

The term "substantial damage" as used herein shall refer to damage of such a character that the same cannot, in ordinary course, be reasonably expected to be repaired within 180 days from the time that such work commences, as reasonably determined by Landlord.

11.2. Restoration and Abatement. If the Term of this Lease is not so terminated, Landlord will, with reasonable diligence and at its expense, repair and rebuild the Premises as nearly as reasonably practicable to the same condition as it was prior to such damage. Landlord's obligations to repair and rebuild shall in all events be limited to the insurance proceeds made available to Landlord. Landlord shall not be obligated to repair or restore Tenant's personal property, fixtures, furniture, equipment or floor coverings or any Alterations performed by Tenant.

If the Term of this Lease is not so terminated, for so long as such fire or casualty renders the Premises substantially unsuitable for the Tenant's use, a just and proportionate abatement of rent shall be made until Landlord's repairs have been completed.

It is expressly understood and agreed that nothing in this Lease contained shall be deemed to create in Tenant any interest in any hazard insurance policies or the proceeds thereof.

12. EMINENT DOMAIN

12.1. Termination. In the event that the whole of the Premises shall be lawfully condemned or taken in any manner for any public or quasi-public use, this Lease and the Term hereby granted shall forthwith terminate as of the date of the divesting of Landlord's title. Should a portion of the Premises, or of the Building, be so condemned or taken, and such taking is substantial (as defined below), the Landlord at its option may elect to terminate this Lease. Should a portion of the Premises be so condemned or taken, and such taking is substantial (as defined below), the Tenant may elect to terminate this Lease if:

(1) Such taking or condemnation results in the permanent loss of: reasonable access to the Premises, or 10% or more of the Premises, or facilities that supply heat, air conditioning, water, drainage, plumbing, electricity or other utilities or services to the Premises;

(2) or Such taking or condemnation causes the Premises to be untenable for Tenant's use thereof for more than 120 days.

Tenant shall exercise its option to terminate by giving written notice to Landlord within 60 days following the date on which Landlord's title has been divested by such authority.

The term "substantial" as used herein shall refer to a condemnation or taking which: reduces the floor area of the Building, or reduces the total area of Premises by more than 5%, or affects parking and/or access to the Building, or will require, in Landlord's judgment, more than 120 days to restore.

12.2. Restoration and Abatement. If neither the Landlord nor Tenant elects to terminate this Lease as aforesaid, this Lease shall be unaffected by such taking, except that the Fixed Rent shall be abated equitably. In the event that only a part of the Premises shall be so condemned or taken and this Lease is not terminated as hereinbefore provided, Landlord will, with reasonable diligence and at its expense, restore the remaining portion of the Premises as nearly as reasonably practicable to the same condition as it was prior to such condemnation or taking. Landlord's obligations to restore shall in all events be limited to the condemnation proceeds made available to Landlord.

12.3. Award. In the event of any condemnation or taking hereinbefore mentioned of all or part of Premises, Landlord shall be entitled to receive the entire award in the condemnation proceedings, including any award made for the value of the estate vested by this Lease in the Tenant, and Tenant hereby expressly assigns to the Landlord any and all right, title and interest of Tenant now or hereafter arising in or to any such award or any part thereof. Notwithstanding the foregoing, Tenant shall have the right to bring a separate condemnation proceeding for relocation

expenses and the unamortized value of trade fixtures payable in the manner and extent as, and if, provided by law.

13. SIGNS

Tenant shall not place any signs or other forms of advertising on or about the exterior of the Premises or the Building or upon any sidewalks, interior or exterior walkways or roads or drives adjacent to the Building that do not conform to the requirements of the Town of Billerica Zoning Ordinance nor without Landlord's prior written consent, which shall not be unreasonably withheld or delayed.

14. ACCESS

The Landlord shall have access to the Premises at all reasonable times upon reasonable prior written or oral notice, except in the case of emergency such restrictions on access shall be inapplicable.

Tenant shall ensure that at all times a full set of the current keys to the Premises and to all spaces within the Premises have been delivered to the Landlord.

15. SUBLEASE AND ASSIGNMENT

The Tenant shall not assign the Lease or sublet the Premises for the remainder of the Term except with the prior written approval of the Landlord, determined at Landlord's sole discretion. Notwithstanding any such assignment or subletting, it is understood and agreed that the original Tenant named herein shall always remain primarily and unconditionally liable to Landlord for the observance and performance of the obligations and agreements of Tenant in this Lease contained.

It shall be a condition precedent to the granting of any consent by Landlord hereunder that Tenant and any such assignee or subtenant shall enter into an agreement with Landlord, in form satisfactory to counsel to Landlord, pursuant to which such assignee or subtenant agrees directly with Landlord to assume and perform all of the obligations and agreements of Tenant contained in this Lease, and containing such other conditions and provisions as Landlord shall require.

Tenant agrees to pay all of Landlord's costs in connection with the consideration of any such proposed assignment or subletting, including attorney's fees.

16. SUBORDINATION

This Lease is subject and subordinate to all real estate mortgages prior to or subsequent to the date of execution and delivery of this Lease and to all renewals, modifications, consolidations, replacements or extensions thereof. Upon the request of Landlord, the Tenant shall promptly execute and deliver all such instruments as may be appropriate to subordinate this Lease to mortgages, and to all advances made thereunder and to the interest thereon, and all renewals, replacements and extensions thereof, provided that, in the case of mortgages entered into subsequent to the date of execution and delivery of this Lease, on the request of Tenant, Landlord shall use reasonable efforts to have the mortgagee agree, on its customary form, not to disturb the occupancy of Tenant under the Lease in the event of foreclosure if Tenant is not in default of any of the terms and conditions of this Lease.

17. TENANT'S COVENANTS

The Tenant covenants and agrees as follows:

17.1 Tenant shall perform promptly all of the obligations of the Tenant set forth in this Lease and shall pay when due all rent (including all Fixed Rent and Additional Rent) and all other charges which by the terms of this Lease are to be paid by the Tenant.

17.2 Tenant shall obtain all necessary governmental licenses and permits required for the proper and lawful conduct of Tenant's business and Tenant's use of the Premises. Tenant, at Tenant's expense, shall comply with all health, safety and police requirements affecting or applicable to the Premises or the cleanliness, safety, occupancy and use thereof, whether or not same are substantial, foreseen or unforeseen, ordinary or extraordinary. Tenant shall at all times conduct its business in a reputable manner.

17.3 Tenant shall comply, and shall cause the Premises to comply at all times, with all applicable law, including without limitation, all fire and life safety codes, including all required fire and smoke alarms and fire extinguishers (which shall be inspected, tested and certified to be in good working order by a professional company reasonably satisfactory to Landlord not less than three (3) times per year), and including all OSHA, ADA and Architectural Access Board Requirements. Tenant shall comply, and shall cause the Premises to comply at all times, with all applicable law, including without limitation, all fire and life safety codes, including all required fire and smoke alarms and fire extinguishers (which shall be inspected, tested and certified to be in good working order by a professional company reasonably satisfactory to Landlord not less than 3 times per year), and including all OSHA, ADA and Architectural Access Board requirements.

17.4 Tenant shall pay all costs on demand for all loss or damage suffered or incurred by Landlord caused by Tenant or caused by nuisance or neglect suffered on the Premises due to Tenant, its agents, employees, invitees or assigns.

17.5 Tenant shall permit Landlord and its agents to examine the Premises at reasonable times, and to show the Premises to prospective tenants commencing 9 months prior to the expiration of this Lease. The Landlord may enter the Premises to make any replacements and repairs desired by Landlord, after reasonable notice is given to Tenant.

17.6 Tenant shall not injure, overload, deface or otherwise harm the Premises, commit any nuisance or permit the emission of any objectionable odor, or make any use of the Premises

which will increase the cost of the Landlord's insurance (unless Tenant pays for such increased cost).

17.7 Tenant shall not suffer or permit strip or waste to the Premises or Building.

17.8 Tenant shall not permit any use that may be deemed obnoxious or which creates a public or private nuisance or fire hazard.

17.9 Tenant shall not use or permit any sound apparatus for reproduction or transmission of music or sound which shall be audible beyond the physical interior of the Premises.

17.10 If during the Term, the fire insurance rate of the Building or the Premises is increased due to the nature of the Tenant's occupancy, Tenant shall pay to the Landlord any additional insurance premiums resulting from such rate increase. Any such additional premiums payable by the Tenant shall be additional rent and shall be paid to the Landlord within 10 days after written demand accompanied by the insurance premium notice or other satisfactory evidence of the amount due.

17.11 Tenant shall not at any time use or occupy the Premises in violation of the certificate of occupancy or building permit issued for the Building or any applicable zoning ordinance. The statement in the Lease of the nature of the business to be conducted by the Tenant in the Premises does not constitute a representation or guaranty by the Landlord that such business may be conducted on the Premises or is lawful under the certificate of occupancy or building permit or is otherwise permitted by law.

17.12 Tenant shall not abandon the Premises, and shall continuously operate and conduct its business within the Premises in a first class and reputable manner.

17.13 Tenant, and Tenant's employees, agents, contractors, licensees, invitees, guests or customers, shall not generate, store or spill upon, dispose of or transfer to or from the Premises any hazardous waste materials (as defined below), and Tenant shall strictly comply with all applicable laws relating to hazardous waste materials. Tenant shall save Landlord (together with its partners, beneficial owners, trustees, employees, agents, contractors, attorneys and mortgagees) harmless and indemnified from and against any and all damages (including without limitation clean-up and remediation costs) which may be asserted on account of the presence or release of hazardous waste materials on, in or from the Premises during the Term and any period when Tenant (or those claiming by or through Tenant) occupies the Premises, on account of the activities of Tenant (or those claiming by or through Tenant) in violation of any applicable laws relating to hazardous waste materials, or on account of the breach of any of the covenants contained in the previous sentence. Tenant agrees that if it or anyone claiming under it violates this provision, Tenant shall forthwith remove the hazardous waste materials in the manner provided by applicable law, regardless of when such hazardous waste materials shall be discovered, and Tenant shall forthwith repair and restore any portion of the Premises which it shall disturb in so removing said hazardous waste materials to the condition which existed prior to Tenant's disturbance thereof. The provisions of this subparagraph shall be in addition to any other obligations or liabilities of Tenant under this Lease or under applicable law, and in addition to any other remedies of Landlord

under this Lease or under applicable law, and the obligations of Tenant under this subparagraph shall survive the termination of this Lease.

For purposes of this subparagraph, "hazardous waste materials" shall mean any substance which is or becomes defined as hazardous waste, hazardous material or oil under any Federal, State or local laws, or which is toxic, explosive, corrosive, flammable, infectious, radioactive, carcinogenic or otherwise hazardous to health and which is or becomes regulated under any applicable law.

17.14 In addition, and without limiting the foregoing, Tenant shall, at Tenant's expense, take all reasonable measures necessary to insure that the Premises, and all fixtures, equipment, furnishings and personal property at the Premises, are free of mold or other biological contaminants that may pose a risk to health, including without limitation and to the extent reasonably practicable, proper cleaning and sanitizing of areas, promptly removing and accumulations of water or moisture, maintaining proper ventilation and levels of humidity within all portions of the Premises, and designing and constructing Tenant's work and all Alterations in a manner, and utilizing such products, means and methods as are reasonably appropriate, so as to minimize the likelihood of mold or such contaminants occurring. If mold or other contaminants are discovered within the Premises, Tenant shall promptly notify Landlord in writing and Tenant shall immediately take such steps, including without limitation the removal and proper disposal of any materials on which mold has formed and the cleaning and disinfection, by chemical or other means, of any affected areas. If necessary to ensure the health of Tenant's customers or others within the Building, as reasonably determined by Tenant or as reasonably directed by landlord, Tenant shall temporarily close its business at the Premises until such cleanup has been completed.

17.15 If Tenant is an entity, Tenant hereby represents to the Landlord that it has the authority to enter into this Lease, that the execution and delivery of this Lease is not in contravention of its charter or by-laws or applicable state laws, and that this Lease has been duly authorized by, as appropriate, its board of directors and shareholders, its partners, its members, its beneficiaries or other ownership or management interest holders.

17.16 Tenant shall keep the Premises in a clean, neat and orderly condition. Tenant shall keep all refuse, rubbish and debris in covered containers located only in areas approved by Landlord and shall remove rubbish and debris from the Premises at a frequency consistent with good fire safety, hygiene practices and neatness.

18. TENANT'S DEFAULTS

The following shall be deemed to be defaults hereunder:

18.1. If Tenant shall fail to pay the Fixed Rent when due hereunder and such failure continues for more than seven (7) days after the date due; or if Tenant fails to pay any other Additional Rent or other charges provided for hereunder and such failure continues for more than seven (7) days after written notice from Landlord designating such failure; or

18.2. If Tenant shall fail to comply with any other obligation or covenant hereunder and such failure continues for more than thirty (30) days after written notice from Landlord to Tenant specifying such failure; provided, if such failure by its nature cannot be cured within thirty (30)

days, Tenant shall be given such additional time as is reasonably necessary, not to exceed sixty (60) days in total provided Tenant has commenced diligently to correct said failure and thereafter diligently pursued such correction to completion; or

18.3. Tenant shall default in the performance or observation of any terms, covenant or condition of this Lease, and landlord shall have given Tenant notice of at least two (2) prior defaults hereunder in the preceding twelve (12) month period, regardless of whether Tenant remedies the same within any grace period provided herein; or

18.4. If Tenant or any guarantor of Tenant's obligations under this Lease takes any assignment for the benefit of creditors, commits any act of bankruptcy or files a petition under any bankruptcy or insolvency law; if a petition is filed against Tenant or any guarantor and is not dismissed within forty-five (45) days; if a receiver or similar officer becomes entitled to Tenant's leasehold hereunder and is not returned to Tenant within forty-five (45) days; or if such leasehold is taken from Tenant on execution or other process of law in any action.; or

18.5. If Tenant is a corporation, company, partnership, or other entity, its failure to remain a corporation, company, partnership or other entity in good standing and qualified to do business in Massachusetts.

19. RIGHTS OF LANDLORD UPON TENANT'S DEFAULT

19.1. Landlord's Remedies. In the event any default shall occur, Landlord shall have the right, then or at any time thereafter, at its sole election either:

(1) To terminate this Lease by written notice to Tenant, which termination shall take effect on the date of Landlord's giving of said notice or on any later date specified in Landlord's termination notice; or

(2) To enter upon and take possession of the Premises (or any part thereof in the name of the whole) without demand or notice, and repossess the same as of the Landlord's former estate, expelling Tenant and those claiming under Tenant, in accordance with applicable law, without being deemed guilty of any manner of trespass and without prejudice to any other remedy for any default hereunder.

Landlord's repossession of the Premises under this Section shall not be construed to effect a termination of this Lease, unless Landlord sends Tenant a written notice of termination as required hereunder. Tenant hereby waives any rights of redemption under Massachusetts General Laws Chapter 186.

19.2. Reletting. Should Landlord elect to re-enter as herein provided, or should Landlord take possession pursuant to legal proceedings or pursuant to any notice provided for herein or by law, Landlord may from time to time, without terminating the Lease, re-let the Premises or any part thereof for such term or terms, which may be for a period extending beyond the term of this Lease, and at such rental or rentals and upon such other terms and conditions as Landlord may deem advisable, with the right to make alterations and repairs to the Premises.

19.3. Removal of Goods. If Landlord shall terminate this Lease or take possession of the Premises by reason of a default, Tenant, and those claiming under Tenant, shall forthwith remove their goods and effects from the Premises. If Tenant or any such claimant shall fail so to

remove forthwith, Landlord, without liability to Tenant or to those claiming under Tenant, may remove such goods and effects and may store the same for the account of Tenant or of the owner thereof in any place selected by Landlord or, at Landlord's sole election, Landlord may sell the same at public auction or at private sale on such terms and conditions as to price, payment and otherwise as Landlord, in its sole judgment, may deem advisable. Tenant shall be responsible for all costs of removal, storage and sale, and Landlord shall have the right to reimburse itself from the proceeds of any such sale for all such costs paid or incurred by Landlord. If any surplus sale proceeds shall remain after such reimbursement, Landlord may deduct from such surplus any other sum due to Landlord hereunder and shall pay over to Tenant the remaining balance of such surplus sale proceeds, if any.

19.4. Current Damages. No termination or repossession provided for in this Section shall relieve Tenant or any guarantor of its liabilities and obligations hereunder or under its instrument of guarantee, all of which shall survive such termination or repossession. In the event of any such termination or repossession, Tenant shall pay Landlord, in advance, on the first day of each month (and pro rata for the fraction of any month) for what would have been the entire balance of the term, one-twelfth of the Annual Rental for the Premises, as defined in Section 21.5, hereof, less the proceeds (if any) of any reletting of the Premises which remain after deducting Landlord's expenses in connection with such reletting. Such expenses shall include, without limitation, removal, storage and remodeling costs, the cost of painting and refurbishing the Premises, and attorney's and broker's fees.

19.5. Annual Rental. The Annual Rental for the Premises shall be the total of the Fixed Rent, and all other charges payable by Tenant (whether or not to Landlord) for the operating year ending next prior to such termination or repossession.

19.6. Remedies Cumulative. Any and all rights and remedies which Landlord may have under this Lease and at law and equity, shall be cumulative and shall not be deemed inconsistent with each other, and any two or more of all such rights and remedies may be exercised at the same time insofar as permitted by law.

19.7. Landlord's Right to Cure Defaults. Landlord shall have the right but not the obligation, to cure at any time and without notice, any default by Tenant under this Lease. Whenever Landlord so elects, all costs and expenses incurred by Landlord, including reasonable attorney's fees, in curing a default shall be paid by Tenant to Landlord on demand, as additional rent hereunder, together with lawful interest thereon from the date of payment by Landlord to the date of payment by Tenant.

19.8. Costs of Enforcement. Tenant shall pay, within 7 days after receipt of Landlord's bill therefor, all costs and expenses (including without limitation reasonable attorney's fees) incurred by Landlord in enforcing Tenant's obligations or Landlord's rights under this Lease.

19.9. Interest. In the event any rent (whether Fixed Rent or additional rent) or any other payments due from Tenant under this Lease are not paid when due, then Tenant shall pay to Landlord, as additional rent, interest on such overdue amounts from the date such amounts become due to the date on which same are paid at an interest rate equal to 1 1/2% per month.

20. RECORDING

20.1. The parties agree not to record this Lease. However, if this Lease is for a term (including any options) of more than 7 years, Tenant may record a Notice of Lease in the form suggested by the applicable statute, with such recording to be at Tenant's expense.

21. LIABILITY OF LANDLORD

In no event shall Landlord be liable for any breach of covenant during the Term unless the same shall occur during and within the period of time that it is the record owner of and in possession of the Premises. It is specifically understood and agreed that there shall be no personal liability under this Lease for any of the obligations of the Landlord hereunder, and no trustee, beneficiary, joint venturer, tenant in common, partner (general or limited), member, shareholder, director or officer of Landlord shall have any personal liability hereunder. Tenant agrees to look only to Landlord's interest in the Building for satisfaction of any claim against Landlord hereunder.

The Landlord's failure to provide any service to the Premises to any specific degree, quantity, quality or character shall not form a basis of claim for damages or breach of covenant against Landlord, or any offset of rent. The placement by Tenant of any goods, wares and merchandise in the Premises shall be at the sole risk and hazard of the Tenant.

In no event and under no circumstances whatsoever shall Landlord be liable to Tenant for any indirect, incidental or consequential damages in connection with any act of Landlord, its agents or employees.

22. FORCE MAJEURE

In any case where Landlord is required to do any act, the time for the performance thereof shall be extended by a period equal to any delay caused by or resulting from Act of God, war, civil commotion, fire or other casualty, labor difficulties, shortages of labor, materials or equipment, government regulations or other causes beyond such party's reasonable control, whether such time be designated by a fixed time or "reasonable time."

23. MECHANICS' LIENS

The Tenant will not permit any mechanic's or materialmen's or other liens to stand against the Premises for any labor or materials furnished the Tenant in connection with work of any character performed on the Premises by or at the direction of the Tenant. Any such lien shall be discharged within ten days. If Tenant fails to discharge such lien, Landlord may do so at Tenant's sole cost and expense.

24. WAIVER; ACCORD AND SATISFACTION

The waiver of one failure to comply with any term, condition, covenant, obligation or agreement of this Lease shall not be considered to be a waiver of that or any other term, condition, obligation or agreement or of any subsequent failure.

No acceptance by Landlord of a lesser sum than any sum due under any provisions of this Lease shall be deemed to be other than on account of the earliest installment of such sum due, nor shall any endorsement or statement on any check or letter accompanying any check or payment be deemed an accord and satisfaction, and Landlord may accept such check or payment without

prejudice to any rights to recover the balance of such installment or pursue any other remedy provided in this Lease.

25. DEFINITIONS

The words "Landlord" and "Tenant" as used herein shall include their respective heirs, executors, administrators, successors, representatives, assigns, invitees, agents and servants. The words "it", "he", "she", "him" and "her", or similar words, where applicable shall apply to the Landlord or Tenant regardless of gender, number, corporate entity, trust or other body. If more than one party signs this Lease as Tenant, the covenants, conditions and agreements of the Tenant shall be joint and several obligations of each party.

26. GENERAL PROVISIONS.

26.1. If any provision of this Lease or the application thereof to any person or circumstance shall be to any extent invalid or unenforceable, the remainder of this Lease and the application to persons or circumstances other than those as to which it is invalid or unenforceable shall not be affected thereby, and each term and provision of this Lease shall be valid and be enforced to the fullest extent permitted by law.

26.2. If any provision of this Lease or the application thereof to any person or circumstance shall be to any extent invalid or unenforceable, the remainder of this Lease and the application to persons or circumstances other than those as to which it is invalid or unenforceable shall not be affected thereby, and each term and provision of this Lease shall be valid and be enforced to the fullest extent permitted by law.

26.3. In no case shall mention of specific instances under a more general provision be construed to limit the generality of said provision.

26.4. The section and article headings throughout this instrument are for convenience and reference only, and the words contained therein shall in no way be held to limit, define or describe the scope or intent of this Lease or in any way affect this Lease.

26.5. This Lease shall be construed without regard to any presumption or other rule requiring construction against the party causing this Lease to be drafted.

26.6. This Lease shall constitute the only agreement between the parties relative to the Premises and no oral statements and no prior written statements, agreements or other matters relative to the Premises and not specifically incorporated herein shall be of any force or effect. In entering into this Lease, the Tenant relies solely upon the representations and agreements contained herein. This Lease shall not be modified except in writing executed by both parties.

26.7. Agents or employees of the Landlord have no authority to make or agree to make a lease or any other agreement in connection herewith. The submission of this document or a summary of some or all of its provisions for examination and negotiation, or the execution of a letter of intent or a proposal letter or similar document does not constitute an option to lease, or a reservation of, or option for, the Premises, and this document, and the rights of Tenant with respect to the Premises, shall become effective and binding only upon the execution and delivery hereof by both parties.

27. EXECUTION

This Lease may be executed in any number of counterparts and each fully executed counterpart shall be deemed an original.

28. NOTICES

Any notices required under this Lease shall be in writing and delivered by hand or mailed by registered or certified mail: if to Tenant, to the Premises; and if to Landlord, at 104 Redgate Road, Tyngsborough, MA 01879. Such addresses may be changed by either party by written notice to the other in accordance with this Section. Time is of the essence with respect to all notices and periods for giving notices or taking any action thereto under this Lease.

29. BROKER'S INDEMNITY

Tenant hereby represents and warrants to Landlord that it has dealt with no broker in connection with this Lease and there are no brokerage commissions or other finders' fees due in connection herewith. Tenant hereby agrees to hold Landlord harmless from, and indemnified against, all loss or damage (including, without limitation, the cost of defending same) arising from any claim by any broker or finder claiming to have dealt with Tenant.

30. HOLDING OVER

If for any reason Tenant holds over or occupies the Premises beyond the Term, then Tenant shall have no more rights than a tenant by sufferance (or, at Landlord's sole option, such holding over shall constitute a tenancy from month to month, terminable by either party upon 30 days prior written notice to the other), and, in any case, Tenant shall be liable for payment of rent during such period in an amount equal to two times the rent (including Fixed Rent and all Additional Rent) payable hereunder for the final year of the Term prior to such holding over. Such tenancy shall otherwise be on the same terms and conditions as set forth in the Lease, as far as applicable. Nothing in this Section shall be construed to permit such holding over, or to limit Landlord's other rights and remedies on account thereof.

31. LANDLORD'S MORTGAGES

After receiving notice from Landlord or from any person, firm or other entity that such person, firm or other entity holds a mortgage, which includes the Premises as part of the mortgaged premises, no notice from Tenant to Landlord shall be effective unless and until a copy of the same is given by certified or registered mail to such holder, and the curing of any of Landlord's defaults by such holder shall be treated as performance by Landlord, it being understood and agreed that such holder shall be afforded a reasonable period of time after the receipt of such notice in which to effect such cure.

Tenant shall cooperate with Landlord so that Landlord will be able to procure mortgage financing for any and all of Landlord's properties. Upon request, Tenant agrees to execute and deliver to Landlord estoppel or offset letters as reasonably required by Landlord's mortgage lenders.

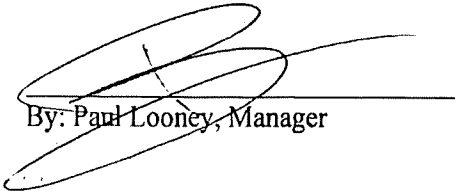
32. TENANT'S PLEDGE OF LIQUOR LICENSE

As part of Tenant's business operations at the Premises Tenant has or will be applying for a liquor license from the Town of Billerica (the "Liquor License"). Upon obtaining said Liquor license, Tenant shall execute a pledge agreement, in the form attached hereto as Exhibit A, in favor of the Landlord pledging the Liquor License as collateral for Tenant's performance of its obligations under this Lease.

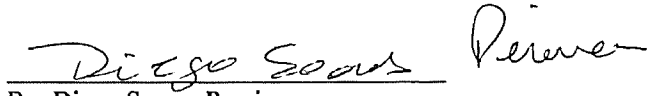
After receiving notice from Landlord

Executed under seal on this 17th day of February, 2026.

LANDLORD
Five Twelve Middlesex, LLC


By: Paul Looney, Manager

TENANT
Playoffs Sports Bar LLC


By: Diego Soares Pereira
Its: Manager

By signing below the undersigned each individually and personally guaranty all obligations of the Tenant under this Indenture of Lease.


Alex Dos Santos Evoras

LETTER OF AGREEMENT FOR SALE OF BUSINESS

This Letter of Agreement ("Agreement") is made on this 16 day of March, 2026 by and between:

Seller:
Paul Looney

Buyer:
Alex Dos Santos Evoras

Property Location:
512 Middlesex Turnpike
Billerica, Massachusetts 01821

1. Sale of Business

Seller agrees to sell, transfer, and assign to Buyer the business currently operating at the above-referenced location, including any associated goodwill, fixtures, equipment, and rights related to the operation of the business, subject to the terms of the existing lease for the premises.

2. Purchase Price

The total purchase price for the business and associated interests shall be Fifteen Thousand Dollars (\$15,000.00). Payment shall be made by Buyer to Seller on or before the closing date unless otherwise agreed in writing by both parties.

3. Lease Assignment / Property Use

This Agreement pertains to the business operating at 512 Middlesex Turnpike, Billerica, MA 01821. Buyer understands that occupancy and operation at the premises are subject to the terms and conditions of the existing lease agreement with the property owner. Any transfer or assignment of the lease shall be subject to landlord approval if required under the lease terms.

4. Condition of Assets

Buyer agrees to accept the business assets in their present "as-is" condition, with no additional warranties or guarantees made by the Seller unless otherwise stated in writing.

5. Closing

The closing of this transaction shall occur on or before 3-30-26, 2026 at which time the purchase price will be paid and possession of the business transferred to the Buyer.

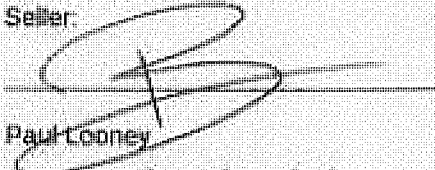
6. Governing Law

This Agreement shall be governed by and interpreted in accordance with the laws of the Commonwealth of Massachusetts.

7. Entire Agreement

This document constitutes the entire agreement between the parties regarding the sale described above and supersedes any prior discussions or agreements.

Seller:



Paul Cooney

Date: 3-16-26

Buyer:



Alex Dos Santos Evoras

Date: 3-16-26

PAYMENT RECEIPT

Receipt of payment in the amount of Fifteen Thousand Dollars (\$15,000.00) for the sale of the business located at 512 Middlesex Turnpike, Billerica, Massachusetts 01821 is hereby acknowledged by the Seller.

| | |
|------------------|-------------|
| Amount Received: | \$15,000.00 |
| Payment Method: | _____ |
| Date Received: | _____ |

Seller Signature:



Paul Cooney

Date: 3-16-26



US702 | BR161
ROP 450
P.O. Box 7000
Providence, RI 02940

**Citizens Quest
Account Statement**

Page 1 of 3

Beginning February 12, 2026
through March 11, 2026

Questions? Contact us today:

ALEX DOS SANTOS EVORAS
45 BRENTWOOD ST APT A
MALDEN MA 02148-4735



CALL:
Citizens Quest Customer
Service
1-888-438-9888



VISIT:
Access your account online:
citizensbank.com



MAIL:
Citizens
Customer Service Center
P.O. Box 42001
Providence, RI 02940-2001

**ALEX DOS SANTOS EVORAS
RENATA ZOGBI DA ROCHA
Citizens Quest Money Market
XXXXXX-463-5**

Citizens Quest Money Market for XXXXXX-463-5

Balance Calculation

| | | |
|------------------------|----------|--|
| Previous Balance | | |
| Checks | - | |
| Withdrawals & Debits | - | |
| Deposits & Credit | + | |
| Interest Paid | + | |
| Current Balance | = | |

Balance

| | |
|--------------------------------|--|
| Average Daily Balance | |
| Interest | |
| Current Interest Rate | |
| Annual Percentage Yield Earned | |
| Number of Days Interest Earned | |
| Interest Earned | |
| Interest Paid This Year | |

Your next statement period will end on April 10, 2026.

Please Call 1-888-438-9888 for any Account Inquiries

Citizens Quest Money Market for XXXXXX-463-5 Continued

TRANSACTION DETAILS FOR MONEY MARKET ACCOUNT ENDING 463-5

Withdrawals & Debits **

***May include checks that have been processed electronically by the payee/merchant.*

| <i>Date</i> | | <i>Description</i> | | |
|--------------------------|--|---------------------------|---|---|
| Other Withdrawals | | | | |
| 02/20 | | WITHDRAWAL | - | |
| 03/06 | | CITIZENSBANK NA CARD PYMT | | |
| Interest | | | | |
| <i>Date</i> | | <i>Description</i> | | |
| 03/11 | | INTEREST | + | |
| Daily Balance | | | | |
| <i>Date</i> | | <i>Date</i> | | |
| 02/20 | | 03/06 | | = |

LETTER OF AGREEMENT FOR SALE OF BUSINESS

This Letter of Agreement ("Agreement") is made on this 16 day of March, 2026 by and between:

Seller:
Paul Looney

Buyer:
Alex Dos Santos Evoras

Property Location:
512 Middlesex Turnpike
Billerica, Massachusetts 01821

1. Sale of Business

Seller agrees to sell, transfer, and assign to Buyer the business currently operating at the above-referenced location, including any associated goodwill, fixtures, equipment, and rights related to the operation of the business, subject to the terms of the existing lease for the premises.

2. Purchase Price

The total purchase price for the business and associated interests shall be Fifteen Thousand Dollars (\$15,000.00). Payment shall be made by Buyer to Seller on or before the closing date unless otherwise agreed in writing by both parties.

3. Lease Assignment / Property Use

This Agreement pertains to the business operating at 512 Middlesex Turnpike, Billerica, MA 01821. Buyer understands that occupancy and operation at the premises are subject to the terms and conditions of the existing lease agreement with the property owner. Any transfer or assignment of the lease shall be subject to landlord approval if required under the lease terms.

4. Condition of Assets

Buyer agrees to accept the business assets in their present "as-is" condition, with no additional warranties or guarantees made by the Seller unless otherwise stated in writing.

5. Closing


The closing of this transaction shall occur on or before 3-30-26, 2026 at which time the purchase price will be paid and possession of the business transferred to the Buyer.


6. Governing Law

This Agreement shall be governed by and interpreted in accordance with the laws of the Commonwealth of Massachusetts.

7. Entire Agreement

This document constitutes the entire agreement between the parties regarding the sale described above and supersedes any prior discussions or agreements.


Seller:

Paul Conroy
Date: 3-16-26

Buyer:

Alex Dos Santos Evoras
Date: 3-16-26

PAYMENT RECEIPT

Receipt of payment in the amount of Fifteen Thousand Dollars (\$15,000.00) for the sale of the business located at 512 Middlesex Turnpike, Billerica, Massachusetts 01821 is hereby acknowledged by the Seller.

| | |
|------------------|-------------|
| Amount Received: | \$15,000.00 |
| Payment Method: | _____ |
| Date Received: | _____ |

Seller Signature:

Paul Conroy
Date: 3-16-26

Kerri Rufo

From: Yin-Yin Wang <yinyinw911@gmail.com>
Sent: Tuesday, May 12, 2026 8:42 AM
To: Kerri Rufo
Subject: Resident Submission for May 18 Hearing: Playoff Sports Bar LLC, 512 Middlesex Turnpike
Attachments: WWang - Submission to Billerica Select Board - Regarding 512 Middlesex Turnpike.pdf

You don't often get email from yinyinw911@gmail.com. [Learn why this is important](#)

[EXTERNAL EMAIL]

DO NOT CLICK links or open attachments unless you recognize the sender and know the content is safe.

Dear Ms. Rufo and Members of the Select Board,

Please find attached my written submission regarding the application of Playoff Sports Bar LLC for §12 All-Alcohol Restaurant, Common Victualler, and Entertainment Licenses at 512 Middlesex Turnpike, scheduled for hearing on May 18, 2026.

The submission is filed on behalf of three Lake Street households directly affected by operations at this address. It is accompanied by four testimony letters from neighboring households and a petition signed by 26 residents from 14 households across Lake Street, South Street, and Peace Street.

Our position is summarized in the cover letter. We respectfully request that the licenses be granted with one condition: closing at 11:00 PM, seven days a week, across all three licenses.

Ms. Rufo, could you please confirm receipt and that the submission has been docketed for the May 18 hearing?

I plan to attend the May 18 hearing in person along with several Lake Street and Nutting Lake residents. We would appreciate the opportunity to speak during public comment. Please let me know if there is anything I should do in advance.

Thank you for your time and consideration.

Respectfully,

Wenzhuo Yin-Yin Wang

52 Lake Street,

Billerica, MA 01821

Wenzhuo Yin-Yin Wang
52 Lake Street
Billerica, MA 01821

Laurence Lawson
51 Lake St
Billerica, MA 01821

Gabriella Szabo and Stephen Shea
53 Lake St
Billerica, MA 01821

May 12, 2026

Chair Michael A. Riley, Vice Chair Jillian Pavidis, Secretary Daniel Darris-O'Connor, Member Michael Rosa, Member Dina Favreau

Town of Billerica Select Board
365 Boston Road, Billerica, MA 01821

Re: Application of Playoff Sports Bar LLC for §12 All-Alcohol Restaurant License, Common Victualler License, and Entertainment License at 512 Middlesex Turnpike (Hearing Scheduled May 18, 2026)

Dear Chair Riley, Vice Chair Pavidis, Secretary Darris-O'Connor, Member Rosa, and Member Favreau:

Thank you for the time and care this Board brings to license matters that affect Billerica residents and businesses. I write as a direct abutter to 512 Middlesex Turnpike at 52 Lake Street, where I have lived for five years on a quiet residential street.

I am also writing on behalf of my neighbors, Laurence Lawson, Gabriella Szabo, and Stephen Shea. We are three households on Lake Street, all directly affected by operations at this address.

Four testimony letters describing lived experience at this location accompany this submission, from Laurence Lawson at 51 Lake Street; Stephen Shea and Gabriella Szabo at 53 Lake Street; Erica and Kerri Dusombre at 30 South Street; and Craig Parker and Lynne Vellante at 12 Peace Street. A petition signed by 26 residents from 14 households on Lake Street, South Street, and Peace Street is also attached.

This letter is not opposition to Playoff Sports Bar LLC. We welcome the business and want it to succeed. The question is what hours and conditions allow that to happen at this location.

Three points frame this submission:

1. **No bar in Billerica is open until 1:00 AM.** Establishments in residentially-adjacent settings, anywhere in town, close between 9:00 PM and 10:30 PM. The 1:00 AM hours requested have no operating precedent in Billerica.
2. **This is not opposition to the operator, only the hours.** Five years of police data at this address, spanning two prior operators, shows the disturbance pattern is address-specific and hours-driven.
3. **The Board has already addressed this pattern at this address.** Hours were rolled back in September 2024 in response. The pattern returned within thirteen days of the January 2025 reinstatement.

We are proposing one condition:

- **Closing at 11:00 PM, seven days a week,** across all three licenses (§12 All-Alcohol Restaurant, Common Victualler, and Entertainment).

1. Welcoming Playoff to Nutting Lake

Nutting Lake is a community. We would welcome another local hangout we can walk to, and we recognize the proposed operator runs two successful restaurants, including one here in Billerica.

Our concern is the specific hours of the application. A 1:00 AM closing at a residentially-adjacent location with the documented disturbance pattern this Board has already addressed at this address sets the operator up for the same enforcement cycle that has played out here twice. That is not good for Playoff, and it is not good for the neighborhood.

The condition we are proposing is good for both sides. Playoff gets hours that fit this corner and align with how every other comparable establishment in Billerica operates. The neighborhood gets the assurance that the Board's earlier findings about this location still matter. We want Playoff to come here, do well, and stay. That is what we are asking the Board to make possible.

2. The Billerica Operating Standard for Bars and Restaurants

As the Board knows, Boston Road is Billerica’s principal commercial corridor. It is the busiest stretch of road in town, with the highest density of bars and restaurants and the broadest customer base. If late-night bar demand existed anywhere in Billerica, it would be on Boston Road.

It does not. From the inventory we have been able to assemble of currently operating bars and restaurants in Billerica¹, the pattern across town is consistent. Establishments on the Boston Road commercial corridor close between 10:30 PM and 12:30 AM. Establishments in residentially-adjacent settings, anywhere in Billerica, close between 9:00 PM and 10:30 PM.

Currently operating bars and restaurants in Billerica, by closing hour:

| Establishment | Address | Setting | Weeknight Close | Weekend Close (Fri/Sat) |
|------------------------------|------------------------|---|------------------------------------|-------------------------|
| Pinehurst Tavern | 786 Boston Road | Commercial corridor | 10:00 PM (Tue-Thu) | 12:30 AM |
| Garrison’s | 303 Boston Road | Commercial corridor | 10:00 PM (Sun-Wed); 12:00 AM (Thu) | 12:00 AM |
| Pizza Mia Sports Tavern | 758 Boston Road | Commercial corridor | 11:00 PM (Sun-Thu) | 12:00 AM |
| Emerald Rose | 785 Boston Road | Commercial corridor | 10:00 PM (Tue-Thu, Sun) | 11:00 PM |
| 99 Restaurants | 672 Boston Road | Commercial corridor | 9:00 PM (Sun-Wed); 10:30 PM (Thu) | 10:30 PM |
| 99 Restaurants | 160 Lexington Road | Across from The Val apartments (residentially adjacent) | 9:00 PM (Sun-Wed); 10:30 PM (Thu) | 10:30 PM |
| Jon Ryan’s Pub | 56 Chelmsford Road | Quasi-residential, North Billerica | 9:00 PM (Tue-Thu) | 10:00 PM |
| Turnpike Market | 509 Middlesex Turnpike | Same address segment as 512 (residential) | 9:00 PM | 9:00 PM |
| Hinoki (recent grant) | 199 Boston Road | Commercial corridor, Treble Cove Plaza | 12:00 AM (granted) | 12:00 AM (granted) |

¹Operating hours throughout this section reflect each establishment’s currently published public hours, gathered from establishment websites, Yelp, Facebook business pages, Google business listings, and the Town of Billerica Dining Guide. They are not necessarily the maximum hours each license might permit.

Note: This inventory is not comprehensive. It captures establishments that close later in the evening and those reasonably comparable to Playoff in setting or operating model.

| Establishment | Address | Setting | Weeknight Close | Weekend Close (Fri/Sat) |
|---|------------------------|--|-----------------|-------------------------|
| Playoff Sports Bar (as proposed) | 512 Middlesex Turnpike | Direct residential abutters; parking lot bordering homes | 1:00 AM | 1:00 AM |
| Our proposal | 512 Middlesex Turnpike | Same as above | 11:00 PM | 11:00 PM |

2.1 What the Standard Shows

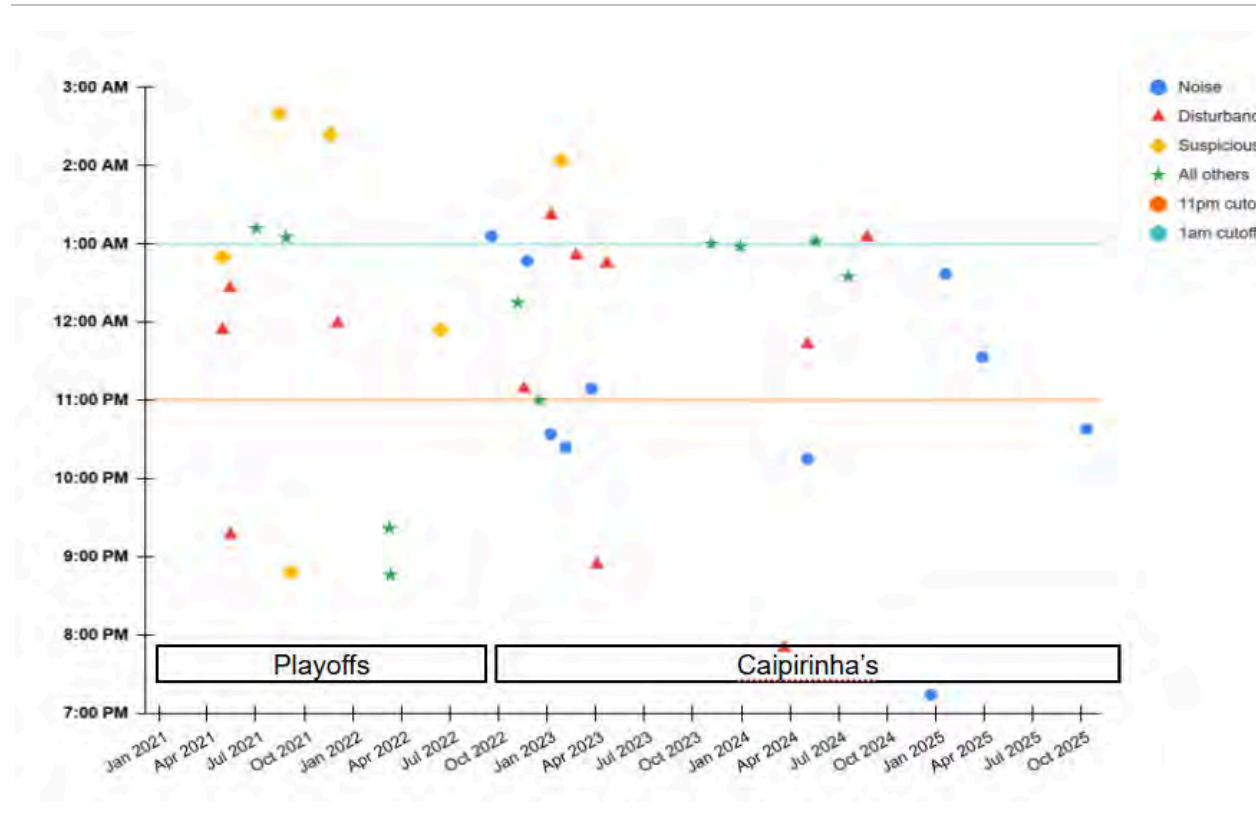
Read together, the Billerica inventory establishes a clear two-tier framework. Establishments on the Boston Road commercial corridor close between 10:30 PM and 12:30 AM. Establishments in residentially-adjacent settings, anywhere in town, close between 9:00 PM and 10:30 PM. The latest closer in town is Pinehurst Tavern at 12:30 AM on weekends. The latest closer in a residentially-adjacent setting is 99 Restaurants on Lexington Road at 10:30 PM on weekends. At this same address segment on Middlesex Turnpike, Turnpike Market closes at 9:00 PM daily.

No currently operating bar in Billerica closes at 1:00 AM, even on the busiest commercial road in town. The operating standard at every comparable residentially-adjacent establishment is 9:00 PM to 10:30 PM. The application's 1:00 AM closing is 2.5 hours past the upper end of that range.

Our proposal of 11:00 PM seven days extends that standard by 30 minutes to give Playoff a competitive operating window. Only three currently operating bars in Billerica close past 11:00 PM on weekends, all on the Boston Road commercial corridor without residential abutters. Every other Billerica bar and restaurant closes at 11:00 PM or earlier, demonstrating that 11:00 PM hours support sustainable business operations across the town.

3. The Five-Year Police Record at This Address

On May 4, 2026, the Billerica Police Department provided a five-year incident report for 512 Middlesex Turnpike covering 2 prior operators of this address². (Operators prior to that 5-year window are outside the report's scope.) The report is filtered to incidents involving noise complaints, disturbances, suspicious activity, and other criminal activity such as motor vehicle crashes, and from 7 PM to 3 AM. It documents 38 such incidents over the five-year period.



Each incident (occurring between 7 PM to 3 AM) is plotted by date and time of day, with reference lines at 11:00 PM and 1:00 AM, color-coded by category (Noise, Disturbance, Suspicious Activity, All Others), and grouped by operator era.

²Billerica Police Department, 5-Year Incident Report for 512 Middlesex Turnpike (provided May 4, 2026). The report covers 2 prior operators of this address: Playoffs Sports Bar and Grille (April 2021 through mid-2022) and Caipirinhas (mid-2022 through license expiration December 31, 2025). Operators of this address prior to that 5-year window are outside the report's scope. The report is filtered to incidents involving noise complaints, disturbances, suspicious activity, and other criminal activity such as motor vehicle crashes.

3.1 What the Categories Show

Incidents by category and time of day (filtered from 7PM to 3AM):

| Category | Total Incidents | Before 11:00 PM | After 11:00 PM | After 1:00 AM |
|---------------------|-----------------|-----------------|----------------|---------------|
| Noise | 10 | 5 | 5 | 1 |
| Disturbance | 12 | 3 | 9 | 2 |
| Suspicious Activity | 6 | 1 | 5 | 3 |
| Other | 10 | 2 | 8 | 4 |
| Total | 38 | 11 | 27 | 10 |

27 of the 38 incidents (71%) occurred after 11:00 PM. Closing at 11:00 PM is the threshold where the majority of the disturbance pattern would have been prevented. By comparison, only 10 of 38 (26%) occurred after 1:00 AM. The argument for 11:00 PM closing is not primarily about the latest-night hours. It is about the substantially larger share of incidents that occur after 11:00 PM but before 1:00 AM, which a 1:00 AM closing does nothing to address. The pattern holds across all four categories.

3.2 What the Day-of-Week Pattern Shows

Incidents by day of the week (filtered from 7PM to 3AM):

| Day of the Week | Count of Incidents |
|-----------------|--------------------|
| Sunday | 13 |
| Saturday | 10 |
| Friday | 6 |
| Monday | 4 |
| Wednesday | 3 |
| Thursday | 2 |
| Tuesday | 0 |

29 of the 38 incidents (76%) fell on Friday, Saturday, or Sunday. The Sunday count primarily reflects Saturday-night operations crossing midnight: incidents that began as late-night Saturday activity and were logged on the Sunday calendar date.

This pattern is the central reason we are proposing 11:00 PM closing on weekends, not just on weeknights. The intuitive compromise in any negotiation about bar hours is to give the operator the weekend and protect only the workweek. The data at this specific address does not support that compromise. The weekend, including the Saturday-into-Sunday early hours, is where the disturbance pattern at this address concentrates. Loosening the weekend ask while tightening the weeknight ask would leave the highest-incident hours of the week unaddressed.

3.3 The Natural Experiment

On September 9, 2024, after a Show Cause Hearing on operations at 512 Middlesex Turnpike³, this Board unanimously rolled back the alcohol license to 11:00 PM and the entertainment license to 10:00 PM. Between September 9, 2024 and the January 6, 2025 reinstatement, the report records a single incident at this address: a noise complaint on December 22, 2024 at 7:14 PM, well before the rolled-back closing hour. On January 6, 2025, the Board approved a reinstatement with mitigation conditions including an interior vestibule, acoustic panels, and police details for large entertainment events⁴.

The first noise complaint after the January 2025 reinstatement was filed thirteen days later, on January 19, 2025 at 12:37 AM. Two more late-night noise complaints followed that year (March 29, 2025 at 11:33 PM and October 11, 2025 at 10:38 PM). The mitigation conditions were physical interventions inside the building. The disturbance pattern returned with those interventions in place. The hours were the variable that changed. The hours were the variable that controlled the result.

Massachusetts General Laws Chapter 140, Section 183A directs this Board, when considering an entertainment license application, to consider the effect on the neighborhood, explicitly including noise from patrons entering or leaving the premises⁵. That is a parking-lot question, not a building-interior question. Interior mitigation cannot answer it. Hours can.

3.4 The Pattern Is Address-Specific, Not Operator-Specific

The 38 incidents span 2 prior operators of this address. Different ownership, different operating models, same address, same parking lot, same residential abutters, same disturbance pattern. The variable that has been tested over five years is the hours, not the operator. The operating model that produced 38 documented incidents over five years is not a model this Board should affirm by approving the same hours for a new operator.

³Billerica Select Board Minutes, September 9, 2024 (Show Cause Hearing on 512 Middlesex Turnpike). Available from the Town Clerk and posted at billerica.gov. See appendix below.

⁴Billerica Select Board Minutes, January 6, 2025 (license reinstatement with conditions). Available from the Town Clerk and posted at billerica.gov. See appendix below.

⁵ Mass. Gen. Laws ch. 140, § 183A, available at <https://malegislature.gov/Laws/GeneralLaws/PartI/TitleXX/Chapter140/Section183A>.

4. The Lived Reality

The findings this Board recorded in September 2024, and the police record that has accumulated since, are not abstract. They reflect what we live with.

My main bedroom at 52 Lake Street is the room in my house closest to the restaurant. When operations at 512 Middlesex Turnpike were at their busiest, I often slept in the guest room because the noise was too loud to sleep through. The volume came from amplified music inside the building, and it also came from the parking lot: bass thumping through car stereos, arguments between patrons leaving the building, engines revved as people pulled out of the lot at closing. With the windows closed, all of that came through the walls.

Patron departure noise (car doors, voices, idling engines, music from departing vehicles) is a chronic problem at this location. With a 1:00 AM closing, that pattern extends from approximately 1:15 AM through 2:00 AM in the parking lot directly adjacent to homes. The five-year police data, with 76% of incidents falling on Friday, Saturday, or Sunday, is why we are proposing 11:00 PM seven days a week.

Section 22.12 of the Town Bylaws imposes an affirmative duty on the licensed premises manager to prevent disturbance and criminal activity in any parking area, at all hours⁶. The parking lot at 512 Middlesex Turnpike, with a single dim light mounted on the building and no visible security cameras, sits directly adjacent to homes. Reasonable hours are how this corner stays safe at night for everyone, including the patrons themselves.

The accompanying testimony letters from four neighboring households describe the lived impact in further detail. Other neighbors who have lived through these nights plan to attend the May 18 hearing and share their experiences.

⁶Town of Billerica General By-Laws, Section 22.12, available at <https://www.town.billerica.ma.us/DocumentCenter/View/9798/General-By-Laws---Updated-5-2022>.

5. A Path Forward

What we are proposing rests on three things this Board can verify against the record: the Billerica operating standard already in effect at every comparable establishment, the documented natural experiment at this specific address, and the lived experience of the households that surround the parking lot.

What We Are Proposing

- **Closing at 11:00 PM, seven days a week**, across the §12 All-Alcohol Restaurant License, the Common Victualler License, and the Entertainment License.

These conditions give Playoff the latest weekend hours of any bar in Billerica in a residentially-adjacent setting, hours that match or exceed the weekend close at every currently operating residentially-adjacent or quasi-residential establishment in town. The conditions protect the operator from the same enforcement cycle this Board has already had to address at this address. They protect the homes that surround the lot.

Closing

What we are proposing is the operating model we believe will give Playoff the best chance to succeed and stay at this corner for the long term. It applies a standard consistent with how this Board has handled comparable licenses across Billerica. Four testimony letters and 26 petition signatures from across Nutting Lake accompany this submission in support.

We welcome Playoff to Nutting Lake. We are asking the Board to grant the licenses on terms that allow that welcome to last.

Thank you for your time, your attention, and the care you bring to these decisions.

Respectfully submitted,

Wenzhuo Yin-Yin Wang
52 Lake Street, Billerica, MA 01821

On behalf of two other Lake Street households:

Laurence Lawson
51 Lake St, Billerica, MA 01821

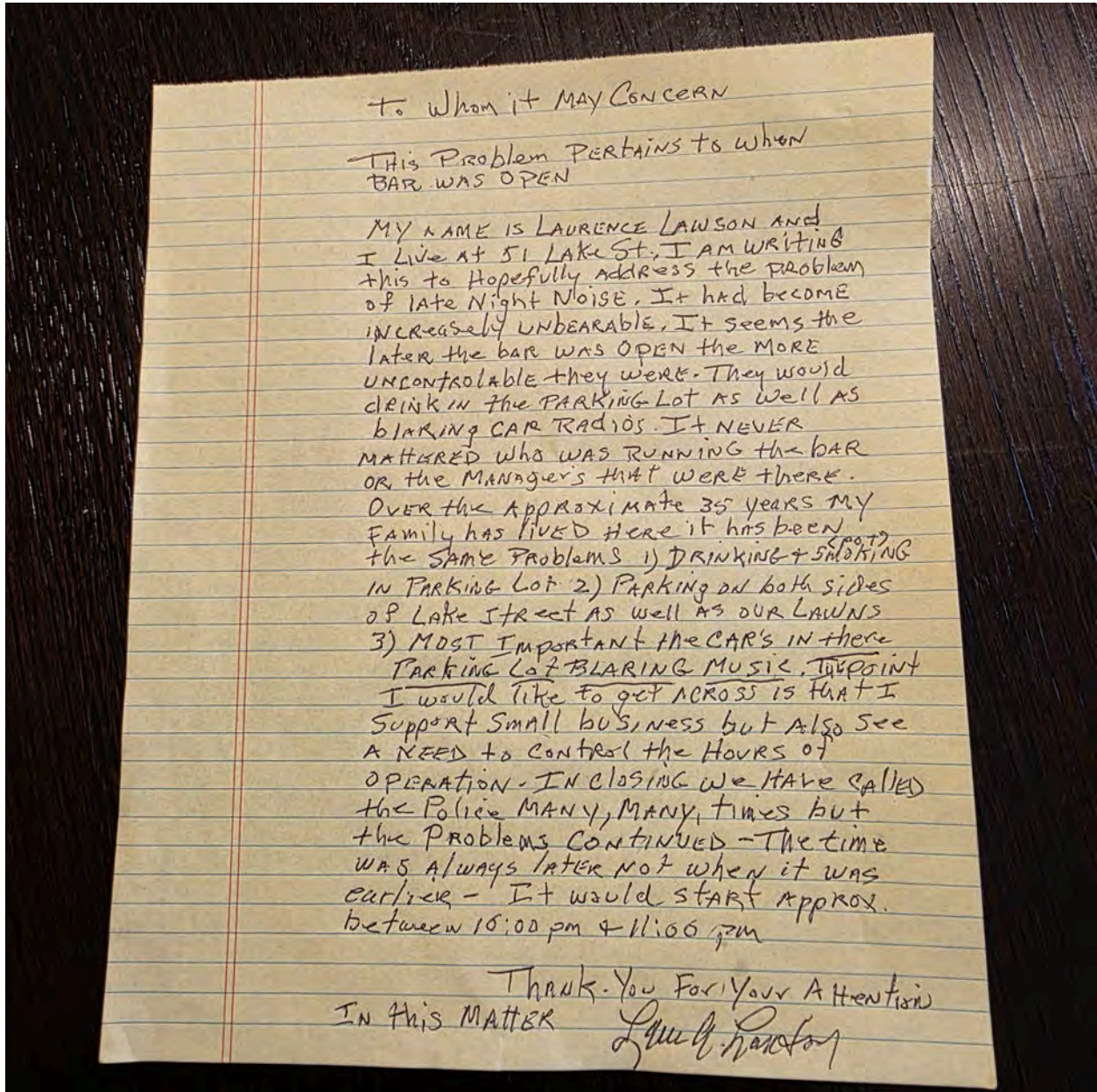
Gabriella Szabo and Stephen Shea
53 Lake St, Billerica, MA 01821

Appendix

Submitted with this letter:

1. Testimony letter from Laurence Lawson, at 51 Lake St
2. Testimony letter from Stephen Shea and Gabriella Szabo, at 53 Lake St
3. Testimony letter from Erica and Kerri Dusombre, at 30 South St
4. Testimony letter from Craig Parker and Lynne Vellante, at 12 Peace St
5. Petition signed by 26 residents from 14 households on Lake Street, South Street, and Peace Street.
6. The Town's parcel map for distances from the parking lot to the nearest property lines on Lake Street.
7. The Board's own September 9, 2024 Show Cause Hearing minutes and January 6, 2025 reinstatement minutes for findings about this location.
8. Billerica Police Department five-year call log for 512 Middlesex Turnpike, provided May 4, 2026.

#1 - Testimony letter from Laurence Lawson, at 51 Lake St



Text:

To Whom it May Concern

This problem pertains to when bar was open

My name is Laurence Lawson and I live at 51 Lake St. I am writing this to hopefully address the problem of late night noise. It had become increasingly unbearable. It seems the later the bar was open the more uncontrollable they were. They would drink in the parking lot as well as blaring car radios. It never mattered who was running the bar or the manager's that were there. Over the approximate 35 years my family has lived here it has been the same problems (1) Drinking & (pot) smoking in parking lot (2) Parking on both sides of Lake Street as well as our lawns (3) Most important the car's in there parking lot blaring music. The point I would like to get across is that I support small business but also see a need to

control the hours of operation. In closing we have called the police many, many, times but the problems continued - The time was always later not when it was earlier - It would start approx. between 10:00 pm & 11:00 pm

Thank You For Your Attention In this Matter

[Signature: Laurence Lawson]

#2 - Testimony letter from Stephen Shea and Gabriella Szabo, at 53 Lake St

Dear Members of the Town Council,

Thank you for giving me the opportunity to speak tonight. I am here on behalf of Gabriella and myself, along with our neighbors. Regarding the recent change in ownership of Playoffs Sports Bar LLC (here in after referred to as Playoffs) located in our neighborhood as nearby residents, we are deeply concerned about late-night disturbances associated with the past local establishment Playoffs operating well beyond 2300.

As nearby residents, we understand that new ownership can bring positive energy and investment to the community, and we are hopeful that Playoffs will become a responsible and welcomed part of the area. We understand that restaurants, bars, and gathering places contribute to local economy. We value small businesses and want them to succeed.

However, many residents remain concerned because the previous ownership operated in a manner that frequently resulted in disturbances affecting the surrounding neighborhood. These disruptions include loud music, shouting in the parking lot, revving engines, and groups lingering outside long after closing activities should reasonably end.

For these reasons, we respectfully request that the town consider imposing or enforcing reasonable operating limitations, including:

- Limiting operating hours to no later than 2300.
- Restricting amplified sound during evening hours.
- Requiring improved crowd management and supervision outside the establishment.
- Increasing enforcement of noise, parking, and public disturbance.
- Establishing periodic review of the business.

While we recognize that new owners should be given an opportunity to operate successfully, we respectfully request that the board consider placing operating hours on Playoffs that are consistent with other bars and restaurants in the town. Aligning a 2300 closing time with comparable establishments would help ensure fairness while also protecting the peace and safety of the neighborhood. Reasonable operating-hour conditions of closing time of 2300, seven days a week would provide a good balance between supporting their business activity and maintaining residential character of the community. It would also help prevent a recurrence of the issues experienced under prior ownership and encourage responsible management practices from the outset.

We are simply asking the town to protect the character of the neighborhood and the basic expectation that residents can sleep peacefully in their own homes after 2300.

We appreciate the Council's attention to the concerns of our neighborhood residents and respectfully ask that these considerations be included in any licensing, permitting, or approval decision related to Playoffs operation.

Thank you for your time, your consideration, your service to our community, and your commitment to the well-being of our community.

Respectfully,

Stephen Shea & Gabriella Szabo
53 Lake St. Billerica, MA 01821

#3 - Testimony letter from Erica and Kerri Dusombre, at 30 South St

To the Town of Billerica,

I am writing as a concerned resident regarding the bar, Playoffs, and the ongoing disturbances affecting our neighborhood. While we understand that local businesses are an important part of the community, the late-night activity associated with this establishment has become a serious concern for the families living nearby.

On many occasions, residents have been awakened late at night and into the early morning hours by loud music, yelling, fights, and other disruptive behavior coming from the bar and its parking lot. Police are frequently called to the establishment, and many neighbors, including ourselves, have had to contact the police numerous times due to noise, fighting, and unsafe activity.

Our neighborhood is primarily made up of families, and the current operating hours—remaining open until 2:00 a.m.—seem inappropriate for a residential area. The parking lot often becomes unsafe after closing time, with intoxicated individuals fighting, shouting, and then speeding away in vehicles. This creates an ongoing safety risk not only for patrons but also for the residents and children who live nearby.

We want to be clear that we are not opposed to the establishment itself or to local businesses operating in town. Our concern is specifically with the very late operating hours and the repeated disturbances and safety issues that result from them. We respectfully ask the Town to review the situation and consider measures that would better protect the safety and quality of life of the surrounding neighborhood, including the possibility of earlier closing hours.

We appreciate your attention to this matter and your continued commitment to keeping our community safe for families and residents.

Sincerely,

Erica and Kerri Dusombre

#4 - Testimony letter from Craig Parker and Lynne Vellante, at 12 Peace St

May 18, 2026

Billerica Select Board
365 Boston Road
Billerica, MA 01821

RE: Playoff Sports Bar LLC – Liquor License / Entertainment License Hearing

Dear Members of the Select Board,

We are writing as nearby residents regarding the application submitted by Playoff Sports Bar LLC for an all-alcohol restaurant license, entertainment license, and proposed operating hours until 1:00 AM. We understand businesses are important to the town, and we are not opposed to responsible restaurants operating in Billerica. Our concern is based on the history of prior operation at this location and the impact it had on surrounding neighborhoods.

During prior operation, noise from DJs, bands, amplified music, patrons, vehicles, and activity in the parking lot routinely carried well beyond the property itself. Even from homes that are not directly adjacent to the building, the noise was clearly audible outdoors and, at times, inside our homes. The issue was not limited to late-night activity. Evening noise and parking lot disturbances also negatively affected nearby residents and families. We have school-age children and strongly believe a 1:00 AM closing time is not appropriate for this location or surrounding residential neighborhoods.

Additionally, Craig is a 100% Disabled American Veteran living with service-connected PTSD. Loud, sudden, and prolonged nighttime noise disturbances are not merely an inconvenience — they can create significant stress and trigger severe emotional responses. A predictable and reasonably quiet home environment is important for our family's well-being.

As residents, we respectfully request that the Select Board seriously consider the following conditions if any license is approved:

- A probationary approval period rather than an unrestricted long-term license
- Earlier last call and entertainment cutoff times, preferably no later than 10:00 PM
- Strict enforcement requirements regarding parking lot management and patron behavior
- Mandatory security presence during entertainment events
- Doors and windows remaining closed during amplified music
- No outdoor amplified sound
- Clear consequences for repeated noise complaints or disturbances

We are simply asking that the neighborhood's quality of life be protected and that any operation at this location be held to clear and enforceable standards from the beginning.

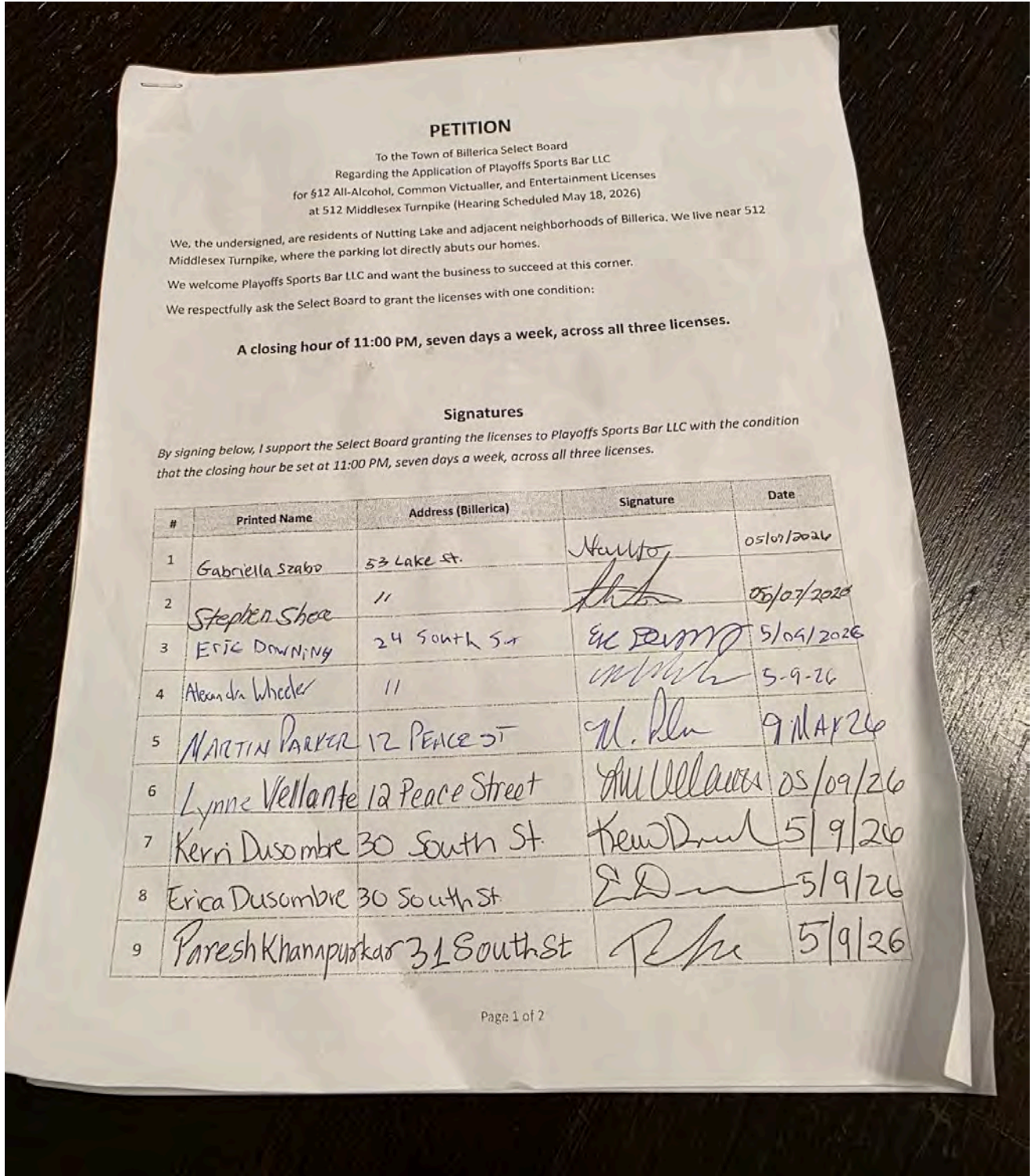
Thank you for your time and consideration.

Respectfully,

Craig Parker and Lynne Vellante
12 Peace Street
Billerica, Massachusetts

#5 - Petition: 26 residents signed

1 of 4



PETITION

To the Town of Billerica Select Board
 Regarding the Application of Playoffs Sports Bar LLC
 for §12 All-Alcohol, Common Victualler, and Entertainment Licenses
 at 512 Middlesex Turnpike (Hearing Scheduled May 18, 2026)

We, the undersigned, are residents of Nutting Lake and adjacent neighborhoods of Billerica. We live near 512 Middlesex Turnpike, where the parking lot directly abuts our homes.

We welcome Playoffs Sports Bar LLC and want the business to succeed at this corner.

We respectfully ask the Select Board to grant the licenses with one condition:

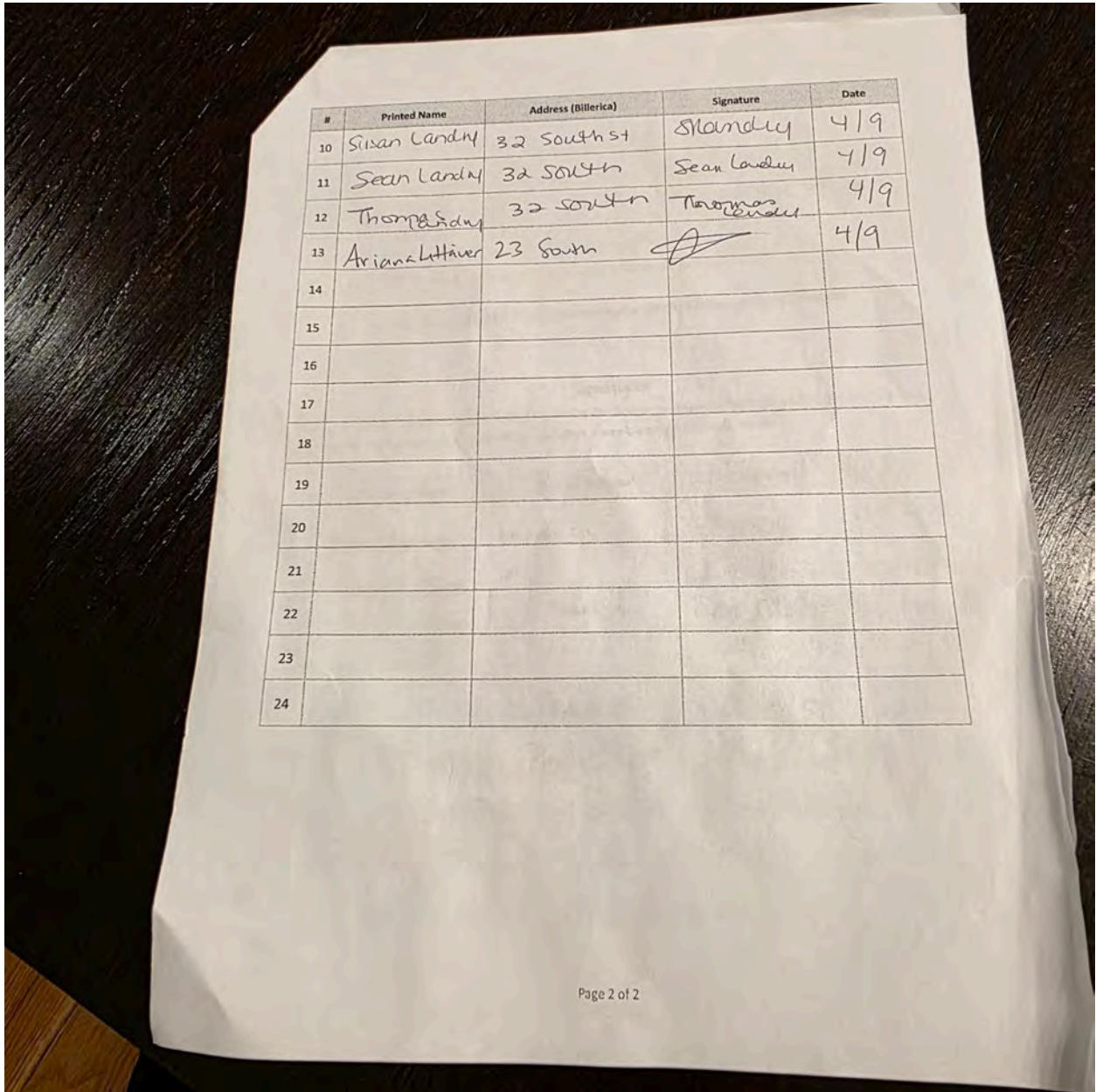
A closing hour of 11:00 PM, seven days a week, across all three licenses.

Signatures

By signing below, I support the Select Board granting the licenses to Playoffs Sports Bar LLC with the condition that the closing hour be set at 11:00 PM, seven days a week, across all three licenses.

| # | Printed Name | Address (Billerica) | Signature | Date |
|---|---------------------|---------------------|-----------|----------|
| 1 | David Zelandi | 50 Lake St | | 5/8/2026 |
| 2 | Michelle Persenault | 50 Lake St | | 5/8/2026 |
| 3 | Jennifer Lavoie | 45 Lake St | | 5/8/26 |
| 4 | SIDDHARTH . L | 20 South St. | | 5/8/26 |
| 5 | Snehika | 20 South St. | | 5/8/26 |
| 6 | Cameron Philbrick | 4 Peace St | | 5/10/26 |
| 7 | Logan Peladeau | 4 Peace St | | 5/10/26 |
| 8 | Wenduo Wang | 52 Lake St | | 5/10/26 |
| 9 | Charles Mora | 46 Lake St | | 5/10/26 |

3 of 4



PETITION

To the Town of Billerica Select Board
Regarding the Application of Playoffs Sports Bar LLC
for \$12 All-Alcohol, Common Victualler, and Entertainment Licenses
at 512 Middlesex Turnpike (Hearing Scheduled May 18, 2026)

We, the undersigned, are residents of Nutting Lake and adjacent neighborhoods of Billerica. We live near 512 Middlesex Turnpike, where the parking lot directly abuts our homes.

We welcome Playoffs Sports Bar LLC and want the business to succeed at this corner.
We respectfully ask the Select Board to grant the licenses with one condition:

A closing hour of 11:00 PM, seven days a week, across all three licenses.

Signatures

By signing below, I support the Select Board granting the licenses to Playoffs Sports Bar LLC with the condition that the closing hour be set at 11:00 PM, seven days a week, across all three licenses.

| # | Printed Name | Address (Billerica) | Signature | Date |
|---|-----------------|---------------------|------------------------|--------|
| 1 | LAURENCE LAWSON | 51 LAKE ST. | <i>Laurence Lawson</i> | 5/7/26 |
| 2 | Leah Lawson | 51 Lake St. | <i>Leah Lawson</i> | 5/7/26 |
| 3 | Jake Lawson | 51 Lake St. | <i>Jake Lawson</i> | 5/1/26 |
| 4 | Alexa Smith | 51 LAKE STREET | <i>Alexa Smith</i> | 5/7/26 |
| 5 | | | | |
| 6 | | | | |
| 7 | | | | |
| 8 | | | | |
| 9 | | | | |

#6 - The Town's parcel map for distances from the parking lot to the nearest property lines on Lake Street.



#7 - The Board's own September 9, 2024 Show Cause Hearing minutes and January 6, 2025 reinstatement minutes for findings about this location



TOWN OF BILLERICA
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7. Show Cause Public Hearing for Violations of MGL Chapter 138, §64, Section 22.17 of the Rules and Regulations for the Licensing and Sale of Alcoholic Beverages for the Town of Billerica and 204 CMR 1.05(2) - Caipirinha's Sports Bar and Grill located at 512 Middlesex Turnpike, Billerica, MA – All- Alcohol License Liquor §12, Entertainment License and Sunday Entertainment License

MOTION - Secretary Rosa made a motion to open the show cause hearing for Caipirinha's Sports Bar and Grill located at 512 Middlesex Turnpike. The motion was seconded by Vice Chair Favreau and unanimously voted 5-0-0.

Chief Frost joined the meeting. He has concerns about the operations at Caipirinha's. There are serious issues with noise and issues with the manager. There have been cars blocking the sidewalks and roads. He has been involved with licensing for years and usually when there is a problem, they have had success with working with managers when there are problems, but it is not the case with this establishment.

Member Riley stated that when he saw that Attorney Nelson had requested a continuance and was surprised, we didn't agree to it, but then he read the police reports. He always tries to help small businesses but when representatives from the Town are treated horrible, this needs to be addressed. He understands things happen, but the initial contact was done to help and the response received was not good. We need to protect our residents and our employees. He was really disturbed that in one of the instances the doors were locked, and patrons could not get out if they wanted. He would like to hear about the discussion.

Member Conway thanked Chief Frost for a well put together packages. We take our liquor licenses seriously. The rules need to be followed. There have been multiple events where our employees were treated with disrespect. She will listen but will ask Chief Frost for his recommendation.

Attorney Steve Nelson appeared to represent the license holder and manager Flavio Barbosa and Jose Coleman. They have held a liquor license since June 2021. He has questions for Chief Frost.

Secretary Rosa stated that he reviewed the documents that have been provided. Is the signature on the acknowledgement page the signature of Flavio Barbosa. Mr. Barbosa stood up and replied yes, that was his signature. Secretary Rosa stated that we had multiple complaints, some on the same night. It is disturbing that the Police and Building Commissioner were not treated with respect. If you read and understand the rules and regulations, Section 22.12 Manager Responsibilities, everything was in conflict with this section. The incidents in the reports are in direct conflict to the rules. There are violations of Sections 22.17 and 22.19 where people were drinking after closing. Mr. Barbosa verified that was his signature on the acknowledgement page, that he read and understood the alcohol rules and regulations so there is no excuse for violating them.

Vice Chair Favreau stated that a lot of her concerns have been shared. There have also been multiple assaults on females, parking issues, noise complaints, doors be locked with patrons inside which is an extreme risk. We should be looking at a fine because there are six incidents of similar nature, and this is unacceptable.

Chair Burrows stated that its simple, we need to follow the rules and having our police officers respond to multiple complaints taking resources away from other emergencies. He denied the continuance because the first complaint was five months ago.

Attorney Nelson stated that he has met with his client, and we have gone over the reports and asked that the Board keep an open mind. We dispute the fact that people were served after 12:30 AM. The patrons are allowed to finish their drinks, and the regulations give 15 minutes after closing to allow patrons to finish. On Friday and Saturday nights, we have a Brazilian buffet and entertainment. In the documents that were submitted it shows that we tried to comply. On March 4, 2023 and May 16, 2023, there were complaints about vehicles, and they were moved. On April 23, 2023, there was an assault inside, but it was an assault by a female against a bouncer. On May 23, 2023, there was a noise complaint, and they agreed to turn down the music. On May 4, 2024, there was a popular band and there was a huge crowd. They dispute that the manager was intoxicated. The noise bylaw has ways to determine if the noise bylaw has been violated. This business is zoned General Business, and we can have noise up to 65 decibels. The traffic that goes by is loud. The owner bought a sound meter, and the music has never been over 65 decibels. On the



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incident on August 24, 2024, the owner doesn't speak very good English, but he told them to turn the music down. They do not agree that they were uncooperative. There was not one police officer that can prove that the music was over 65 decibels. They understand that they need to be responsible, and we will not ignore the police when they come. They spoke with two of the neighbors on Water Street and they were ok with the music. They have hired security so if people park illegally, they will have them moved or towed. They also have talked with the Turnpike Market, and they can park there when they are closed. They are also willing to put a 2nd door to buffer the noise. In the complaints from Meg Lovel there is nothing that references the noise decibels. They have spoken with the Building Commissioner and there haven't been any other noise complaints since May 4th. They are willing to make changes including the air lock, the parking issue and turning the noise down.

Sgt. McKenna joined the meeting. Sgt. McKenna stated that he was the overnight patrol supervisor on August 24th. They received a noise complaint, and officers were dispatched. When he approached, he could hear the noise from Lake and Middlesex Turnpike and the noise was so loud. Usually when the police walk in, the music is turned down, but that didn't happen. He couldn't hear the officer right next to him. The managers, Barbosa and Coleman didn't want to comply they wanted to debate them.

Flavio Barbosa – Mr. Barbosa stated that when the police came in and asked that the music be turned down, since it was 12:15, we told them to stop. He apologized if he was rude. He has a hard time with English and the music is the only thing that is keeping him in business. He thought the music was at a reasonable level. He went out and bought a noise meter so he would know if the music was too loud. He questioned why the police were called. On Friday and Saturday night, they have three bouncers. He doesn't know why the doors were locked but he will make sure it doesn't happen again. They are willing to work with the town and will look at building a vestibule to block the music when the doors are open. They will also make sure the music is lower.

Mark LaLumiere, Building Commissioner joined the meeting. Mr. LaLumiere stated that it should not have gotten this far. He has not received any further noise complaints, but he also instructed the neighbors to call the Police because the music is usually after normal hours. He is not looking for enforcement, he would like to find middle ground. When he went to the establishment, they were completely dismissive. When the manager called back, he said I was harassing him. The Turnpike Market had similar issues, and the owner met with the neighbors and the issue was resolved. We should all work together. He is very alarmed that the doors were locked and no place of assembly, especially with a liquor license should have doors that lock from the outside. He understands they have put a lot of money into the business, but the residents have also put their life savings into their homes.

Secretary Rosa stated that in regard to the noise bylaw, you signed the acknowledgement form for the alcohol rules and regulations. Secretary Rosa read Section 22.12, Manager's Responsibilities. We have trained officers that can determine if the music is too loud. According to one report, they could hear the music 1/2 mile away with the windows up. They smelled alcohol on the manager and he was unsteady and slurred his words. We license both the liquor and entertainment. The manager spoke and understood the English language just fine tonight.

Member Conway stated that Sgt. McKenna has over 25 years of experience. The reports show disrespect for our employees and doesn't show the willingness to work with the Town until now. Now it's serious. She agrees with Secretary Rosa, we issue and liquor and entertainment licenses and should address it.

Vice Chair Fayreau stated that she is perfectly aligned with Member Conway and Secretary Rosa. If there was an assault with the female, then perhaps she was overserved. She agrees with separating the two issues with liquor and entertainment. We take this seriously. Perhaps double doors are needed and will help with the noise. You need to treat our employees with more respect. We are looking out for your patrons also.

Chair Burrows stated that you need to look at security and not bouncers. He went to the restaurant and spoke with Mr. Barbosa. He understands that people like loud music, but it comes down to respect.

Chief Frost stated that the assault was a cross complaint against the bouncer. There was no reciprocity for help. There is no hostility for the owners being foreign. The resident from Water Street is here tonight as well as Officer Dickson.



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if you would like to hear from them. The loud music is a problem because it is surrounded by residential homes. He would recommend rolling back the liquor license to 11:00 PM for the end of the year.

Meg Lovel of S Water Street – Ms. Lovel stated that she is the source of most of the complaints. She has never spoken with the owners of this business. There has been no spirit of cooperation. She can hear the base in every room of her house with the windows closed. On her decibel reader on her phone, there are 55 decibels in her house with the windows closed. She is concerned with her safety and has to take medication just so she can sleep in her own home.

Carol Reardon of S Pinedale Ave – Ms. Reardon stated that this is a quality-of-life issue for the residents surrounding this business and it is impacting them and our police department.

Attorney Nelson stated that they are willing to compromise but 11:00 PM is too early and will kill their business. Chair Burrows stated that he was leaning towards 10:00 PM. Attorney Nelson stated that they are in the General Business zone and if they rolled it back to midnight, then they can still get bands to come in. Chair Burrows stated that the resident wants to sleep in her own house. It's not right. Attorney Nelson stated that there has to be a balance act. If they close early, they will be out of business.

Secretary Rosa stated that we issued the licenses in good faith, but they didn't uphold their part. There have been multiple police officers and the Building Commissioner saying the same things. The owners had the opportunity to resolve this before it got to us, but you didn't try. You need to respect the laws.

Vice Chair Favreau stated that she appreciates the recommendation, but it seems too lenient. Chief Frost stated that he wants this to be a wake-up call and establish dialogue with the owners. This is their first issue in front of the Select Board. Vice Chair Favreau stated that it is the first time in front of this Board, but they have had 10 incidents. Chief Frost agreed, but this is the first official complaint. We want them to be more proactive with the residents. We do have an audiometer but there are not a lot of officers that have technical training. We want them to use common sense. Vice Chair Favreau stated that the noise bylaw has fines associated with it and we should be fining them \$950.

Secretary Rosa stated that we did not have a decibel reading so it would be hard to fine them, but we can roll back their hours.

MOTION – Secretary Rosa made a motion to close the public hearing. The motion was seconded by Vice Chair Favreau and unanimously voted 5-0-0.

MOTION – Secretary Rosa made a motion that the Select Board roll back the liquor license for Caipirinha's to 11:00 PM. The motion was seconded by Vice Chair Favreau and unanimously voted 5-0-0.

MOTION – Secretary Rosa made a motion that the Select Board roll back the entertainment license for Caipirinha's to 10:00 PM. The motion was seconded by Vice Chair Favreau and unanimously voted 5-0-0.

Attorney Nelson asked if these hours are until January 1, 2025. Secretary Rosa stated that they are permanent, but the applicant can come back during the renewal period if there are no complaints.



**TOWN OF BILLERICA
SELECT BOARD MINUTES
JANUARY 06, 2025**

10. Change of Hours Request – Caipirinha’s Sports Bar and Grill located at 512 Middlesex Turnpike for their Liquor License and Entertainment License - Monday-Saturday 9:00 AM – 1:00 AM and Sunday 10:00 AM to 1:00 AM

Attorney Stephen Nelson appeared for the request to change the hours of Caipirinha’s Sports Bar and Grill. They would like to reinstate the hours that were taken away at the Show Cause Hearing held on September 9th. This Board rolled back the Liquor License and Entertainment Licenses. They held a neighborhood meeting and listened to the neighbors. They have a building permit to build an interior vestibule and they have added acoustic panels on the ceiling and windows. They have also agreed to have police details with large shows. On Sunday, they are proposing to stop at 11:00 PM for the entertainment and alcohol. The proposed hours are 9:00 AM to 1:00 AM Monday through Sunday and 10:00 AM to 11:00 PM on Sunday.

Lt. Sean Coffey joined the meeting. They have had no complaints since the hours were rolled back. They have also confirmed the mitigation inside. They have no objection to restoring the hours.

Member Conway stated that she is glad that they have taken action to help but asked if we could make it for six months.

Secretary Rosa stated that he also appreciates the mitigation but he would not support the 1:00 AM stop time and 10:00 PM is more reasonable on Sunday. Secretary Rosa stated that the vestibule needs to be complete before the hours can change. Attorney Nelson stated that they would agree with a 10:00 PM stop on Sunday. Secretary Rosa stated that if the neighbors complain, we will be back here.

Member Riley stated that the Police support the changes and he agrees with rolling back the hours on Sunday to 10:00 PM.

Vice Chair Favreau stated that she appreciates the steps being taken and she likes the fact that they met with the neighbors. Vice Chair Favreau asked when you are planning to go to the new hours. Attorney Nelson replied they hope at the end of the month.

There were no questions from the audience or online.

MOTION - Secretary Rosa made a motion to approve the change in hours for alcohol, common victualler and entertainment for Caipirinha’s Sports Bar and Grill to 9:00 AM to 1:00 AM Monday-Saturday and 10:00 AM to 10:00 PM on Sunday subject to confirmation of completion of construction on the interior vestibule. The motion was seconded by Vice Chair Favreau and unanimously voted 5-0-0. On a roll call vote: Secretary Rosa voted Aye, Member Conway voted Aye, Member Riley voted Aye, Vice Chair Favreau voted Aye and Chair Burrows voted Aye.

#8 - Billerica Police Department five-year call log for 512 Middlesex Turnpike, provided May 4, 2026

| Establishment / Address | Event Number | Date | Time | Crime Class | Crime Description | Received Via |
|--------------------------------------|-----------------|------------|-------|----------------|--------------------------------|--------------|
| PLAYOFFS SPORTS BAR AND GRILLE | 21-04-30-012449 | 4/30/2021 | 0:50 | SUSPICIOUS | SUSPICIOUS MOTOR VEHICLE | RADIO |
| PLAYOFFS SPORTS BAR AND GRILLE | 21-04-30-012544 | 4/30/2021 | 23:54 | PUBLIC ORDER | DISTURBANCE GENERAL | 911 |
| PLAYOFFS SPORTS BAR AND GRILLE | 21-05-14-013904 | 5/14/2021 | 0:26 | PUBLIC ORDER | DISTURBANCE GENERAL | PHONE |
| PLAYOFFS SPORTS BAR AND GRILLE | 21-05-15-014105 | 5/15/2021 | 21:17 | PUBLIC ORDER | DISTURBANCE BAR/LOUNGE | 911 |
| PLAYOFFS SPORTS BAR AND GRILLE | 21-05-15-014110 | 5/15/2021 | 22:11 | ADMIN | FOLLOW UP INVESTIGATION | RADIO |
| PLAYOFFS SPORTS BAR AND GRILLE | 21-07-02-019395 | 7/2/2021 | 1:12 | PUBLIC ORDER | DISPERSE PERSONS | RADIO |
| PLAYOFFS SPORTS BAR AND GRILLE | 21-08-14-024860 | 8/14/2021 | 2:40 | SUSPICIOUS | SUSPICIOUS PERSON | PHONE |
| PLAYOFFS SPORTS BAR AND GRILLE | 21-08-19-025605 | 8/19/2021 | 9:20 | SUSPICIOUS | SUSPICIOUS CIRCUMSTANCES | PHONE |
| PLAYOFFS SPORTS BAR AND GRILLE | 21-08-28-026559 | 8/28/2021 | 1:05 | MV CRASH | MV CRASH | 911 |
| PLAYOFFS SPORTS BAR AND GRILLE | 21-09-05-027533 | 9/5/2021 | 20:48 | SUSPICIOUS | SUSPICIOUS MOTOR VEHICLE | RADIO |
| PLAYOFFS SPORTS BAR AND GRILLE | 21-11-19-036587 | 11/19/2021 | 2:24 | SUSPICIOUS | SUSPICIOUS MOTOR VEHICLE | WEBSITE |
| PLAYOFFS SPORTS BAR AND GRILLE | 21-12-03-038226 | 12/3/2021 | 23:59 | PUBLIC ORDER | DISTURBANCE FIGHT | 911 |
| PLAYOFFS SPORTS BAR AND GRILLE | 21-12-11-039204 | 12/11/2021 | 21:56 | MV CRASH | MV CRASH HIT-RUN PROPERTY | PHONE |
| | 21-12-23-040750 | 12/23/2021 | 11:39 | TRAFFIC | VEHICLE STOP | RADIO |
| | 22-01-20-001910 | 1/20/2022 | 23:01 | TRAFFIC | VEHICLE STOP | RADIO |
| PLAYOFFS SPORTS BAR AND GRILLE | 22-02-22-005603 | 2/22/2022 | 18:23 | SUSPICIOUS | SUSPICIOUS MOTOR VEHICLE | RADIO |
| PLAYOFFS SPORTS BAR AND GRILLE | 22-03-10-007745 | 3/10/2022 | 21:22 | ADMIN | FOLLOW UP INVESTIGATION | RADIO |
| PLAYOFFS SPORTS BAR AND GRILLE | 22-03-12-007982 | 3/12/2022 | 20:46 | PARKING | PARKING COMPLAINT GENERAL | PHONE |
| PLAYOFFS SPORTS BAR AND GRILLE | 22-03-29-010173 | 3/29/2022 | 18:26 | TRAFFIC | VEHICLE STOP | RADIO |
| PLAYOFFS SPORTS BAR AND GRILLE | 22-06-15-020464 | 6/15/2022 | 23:54 | SUSPICIOUS | SUSPICIOUS CIRCUMSTANCES | PHONE |
| PLAYOFFS SPORTS BAR AND GRILLE | 22-07-17-024016 | 7/17/2022 | 16:25 | PUBLIC ORDER | ROAD RAGE | PHONE |
| PLAYOFFS SPORTS BAR AND GRILLE | 22-09-18-031729 | 9/18/2022 | 1:06 | BYLAW | TOWN BYLAW NOISE | PHONE |
| CAIPIRINHAS (FIVE TWELVE MIDDLESEX L | 22-11-05-037737 | 11/5/2022 | 21:36 | MEDICAL | MEDICAL GENERAL | 911 |
| CAIPIRINHAS (FIVE TWELVE MIDDLESEX L | 22-11-06-037746 | 11/6/2022 | 0:15 | ADMIN | FOLLOW UP INVESTIGATION | RADIO |
| CAIPIRINHAS (FIVE TWELVE MIDDLESEX L | 22-11-18-039324 | 11/18/2022 | 23:09 | PUBLIC ORDER | DISTURBANCE GENERAL | PHONE |
| CAIPIRINHAS (FIVE TWELVE MIDDLESEX L | 22-11-24-039964 | 11/24/2022 | 0:47 | BYLAW | TOWN BYLAW NOISE | PHONE |
| CAIPIRINHAS (FIVE TWELVE MIDDLESEX L | 22-12-17-042687 | 12/17/2022 | 23:00 | PARKING | PARKING COMPLAINT GENERAL | 911 |
| CAIPIRINHAS (FIVE TWELVE MIDDLESEX L | 22-12-29-044276 | 12/29/2022 | 13:02 | MV CRASH | MV CRASH | 911 |
| CAIPIRINHAS (FIVE TWELVE MIDDLESEX L | 23-01-07-000865 | 1/7/2023 | 22:34 | BYLAW | TOWN BYLAW NOISE | PHONE |
| CAIPIRINHAS (FIVE TWELVE MIDDLESEX L | 23-01-08-000895 | 1/8/2023 | 1:22 | PUBLIC ORDER | DISTURBANCE DOMESTIC | PHONE |
| CAIPIRINHAS (FIVE TWELVE MIDDLESEX L | 23-01-13-001637 | 1/13/2023 | 13:33 | ADMIN | FOLLOW UP INVESTIGATION | RADIO |
| CAIPIRINHAS (FIVE TWELVE MIDDLESEX L | 23-01-27-003157 | 1/27/2023 | 2:04 | SUSPICIOUS | SUSPICIOUS MOTOR VEHICLE | RADIO |
| CAIPIRINHAS (FIVE TWELVE MIDDLESEX L | 23-02-04-004272 | 2/4/2023 | 22:24 | BYLAW | TOWN BYLAW NOISE | PHONE |
| CAIPIRINHAS (FIVE TWELVE MIDDLESEX L | 23-02-24-006568 | 2/24/2023 | 0:51 | PUBLIC ORDER | DISTURBANCE GENERAL | 911 |
| CAIPIRINHAS (FIVE TWELVE MIDDLESEX L | 23-03-25-010307 | 3/25/2023 | 23:09 | BYLAW | TOWN BYLAW NOISE | PHONE |
| CAIPIRINHAS (FIVE TWELVE MIDDLESEX L | 23-04-04-011655 | 4/4/2023 | 20:54 | PUBLIC ORDER | DISTURBANCE BAR/LOUNGE | 911 |
| CAIPIRINHAS (FIVE TWELVE MIDDLESEX L | 23-04-07-011999 | 4/7/2023 | 14:07 | TRAFFIC | VEHICLE STOP | RADIO |
| CAIPIRINHAS (FIVE TWELVE MIDDLESEX L | 23-04-23-013945 | 4/23/2023 | 0:45 | PUBLIC ORDER | DISTURBANCE BAR/LOUNGE | 911 |
| CAIPIRINHAS (FIVE TWELVE MIDDLESEX L | 23-04-25-014258 | 4/25/2023 | 12:50 | ADMIN | FOLLOW UP INVESTIGATION | RADIO |
| CAIPIRINHAS (FIVE TWELVE MIDDLESEX L | 23-06-27-021823 | 6/27/2023 | 23:56 | ASSIST | CHECK ON PERSONS WELL BEING | PHONE |
| | 23-08-11-026973 | 8/11/2023 | 11:10 | TRAFFIC | VEHICLE STOP | RADIO |
| | 23-08-12-027034 | 8/12/2023 | 1:21 | TRAFFIC | VEHICLE STOP | RADIO |
| CAIPIRINHAS (FIVE TWELVE MIDDLESEX L | 23-09-13-030860 | 9/13/2023 | 21:09 | TRAFFIC HAZARD | DISABLED VEHICLE | 911 |
| | 23-09-26-032422 | 9/26/2023 | 13:57 | TRAFFIC | VEHICLE STOP | RADIO |
| | 23-09-26-032430 | 9/26/2023 | 15:07 | TRAFFIC | VEHICLE STOP | RADIO |
| CAIPIRINHAS (FIVE TWELVE MIDDLESEX L | 23-10-31-036193 | 10/31/2023 | 13:37 | MEDICAL | MEDICAL UNCONSCIOUS / FAINTING | 911 |
| CAIPIRINHAS (FIVE TWELVE MIDDLESEX L | 23-11-05-036722 | 11/5/2023 | 1:00 | ADMIN | POLICE GENERAL REQUEST | 911 |
| CAIPIRINHAS (FIVE TWELVE MIDDLESEX L | 23-12-24-042241 | 12/24/2023 | 7:57 | ASSIST | CHECK ON PERSONS WELL BEING | 911 |
| CAIPIRINHAS (FIVE TWELVE MIDDLESEX L | 23-12-30-042862 | 12/30/2023 | 0:58 | MV CRASH | MV CRASH | 911 |
| CAIPIRINHAS (FIVE TWELVE MIDDLESEX L | 24-01-18-002212 | 1/18/2024 | 13:10 | PUBLIC ORDER | DUMPING ILLEGAL | RADIO |
| CAIPIRINHAS (FIVE TWELVE MIDDLESEX L | 24-03-21-009623 | 3/21/2024 | 19:50 | PUBLIC ORDER | DISTURBANCE BAR/LOUNGE | 911 |
| CAIPIRINHAS (FIVE TWELVE MIDDLESEX L | 24-03-24-009899 | 3/24/2024 | 17:18 | BYLAW | TOWN BYLAW NOISE | PHONE |
| CAIPIRINHAS (FIVE TWELVE MIDDLESEX L | 24-04-05-011335 | 4/5/2024 | 17:36 | PUBLIC ORDER | DISTURBANCE FIGHT | 911 |
| CAIPIRINHAS (FIVE TWELVE MIDDLESEX L | 24-05-04-014413 | 5/4/2024 | 22:15 | BYLAW | TOWN BYLAW NOISE | PHONE |
| CAIPIRINHAS (FIVE TWELVE MIDDLESEX L | 24-05-04-014418 | 5/4/2024 | 23:43 | PUBLIC ORDER | DISTURBANCE GENERAL | PHONE |
| CAIPIRINHAS (FIVE TWELVE MIDDLESEX L | 24-05-19-015823 | 5/19/2024 | 1:02 | TRAFFIC | DIRECTED PATROL | RADIO |
| CAIPIRINHAS (FIVE TWELVE MIDDLESEX L | 24-07-20-022678 | 7/20/2024 | 0:35 | TRAFFIC | DIRECTED PATROL | RADIO |
| CAIPIRINHAS (FIVE TWELVE MIDDLESEX L | 24-08-24-026811 | 8/24/2024 | 1:05 | PUBLIC ORDER | DISTURBANCE BAR/LOUNGE | 911 |
| CAIPIRINHAS (FIVE TWELVE MIDDLESEX L | 24-12-22-041573 | 12/22/2024 | 19:14 | BYLAW | TOWN BYLAW NOISE | PHONE |
| CAIPIRINHAS (FIVE TWELVE MIDDLESEX L | 25-01-19-002401 | 1/19/2025 | 0:37 | BYLAW | TOWN BYLAW NOISE | PHONE |
| CAIPIRINHAS (FIVE TWELVE MIDDLESEX L | 25-03-11-008093 | 3/11/2025 | 15:58 | MEDICAL | MEDICAL GENERAL | 911 |
| CAIPIRINHAS (FIVE TWELVE MIDDLESEX L | 25-03-29-010366 | 3/29/2025 | 23:33 | BYLAW | TOWN BYLAW NOISE | PHONE |
| CAIPIRINHAS (FIVE TWELVE MIDDLESEX L | 25-10-11-035587 | 10/11/2025 | 22:38 | BYLAW | TOWN BYLAW NOISE | PHONE |
| CAIPIRINHAS (FIVE TWELVE MIDDLESEX L | 26-02-26-006895 | 2/26/2026 | 0:47 | SUSPICIOUS | SUSPICIOUS MOTOR VEHICLE | RADIO |



LICENSE APPLICATION
BILLERICA SELECT BOARD

Fee Paid: \$ 50.00 *Hearings*
CK# 9016
paid Cert. + Legal Ad
\$212.65

NAME TRANSFER

ACTION: NEW or CHANGE

| | | |
|---|-------------------------------------|----------------------------|
| Licensee of Business: <i>JD Petroleum LLC</i> | | |
| Doing Business As: <i>BillERICA Golf</i> | | |
| Street Address: <i>261 Boston Rd</i> | Assessors Plate/Parcel: | |
| Phone #: [REDACTED] | Zip Code: <i>01862</i> | Tax ID #: <i>475324311</i> |
| Alt. Phone: [REDACTED] | Email: <i>JDPetroleum@gmail.com</i> | |

DESCRIPTION OF PREMISES:

Include # floors, total SF, # of patron restrooms, entrance/exit locations, etc. Use additional attachments if necessary and attach a plot plan of the premises if there are exterior changes.

Ground floor, Approx 1200 sqft, one bathroom.
Two front Entrances, one rear entrance

REQUIRED SIGNATURES: (Obtain necessary approvals before submission)

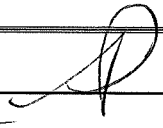
| | |
|--|----------------------|
| <u>Building Inspector:</u> <i>Mark J. Jamieson</i> | Date: <i>3-24-26</i> |
| Comments: | |
| <u>Board of Health:</u> <i>Kristin Smith</i> | Date: <i>3/24/26</i> |
| Comments: | |
| <u>Police:</u> <i>Paul Hufnagel</i> | Date: <i>3/30/26</i> |
| Comments: | |
| <u>Fire:</u> <i>[Signature]</i> | Date: <i>3/24/26</i> |
| Comments: | |
| <u>Treasurer:</u> <i>Eleene Ream</i> | Date: <i>4/10/26</i> |
| Comments: | |

| |
|--------------------------------------|
| Manager's Name: <i>John Deleegas</i> |
| Street Address: [REDACTED] |
| City/Town/State: [REDACTED] |
| Phone #: [REDACTED] |
| Tax ID #: <i>034704678</i> |
| Email: <i>JD Petroleum@gmail.com</i> |

Requested Hours of Operation: (For new application or for change on license)

| | |
|--------------------------|-------------|
| Weekday (Monday-Friday): | 6am - 10 PM |
| Saturday: | 6am - 10 PM |
| Sunday: | 6am - 10 PM |

LICENSE TYPE REQUESTED:

| | | | |
|--|---|---|-------------------------|
| LIQUOR (Circle Option): | On-Premise Retail (S12) | Wine & Malt | All Alcohol |
| | Off Premise Retail (S15) | Wine & Malt | All Alcohol |
| Type of Business S12 Only: Club Hotel/Innkeeper Restaurant | | | |
| 1-Day Special: | Wine & Malt | All Alcohol (Non-profit Organizations Only) | |
| COMMON VICTUALLER (Circle Option): | Restaurant | Innholder | Cafeteria |
| ZBA/Special Permit?: Provide Copy if Yes | <input type="checkbox"/> YES | <input type="checkbox"/> NO | |
| MOTOR VEHICLE (Circle Option): | Class I | Class II | Class III |
| HAZARDOUS MATERIAL STORAGE (List Type): Gasoline | | | |
| ENTERTAINMENT: | | | |
| Weekday: (Per MGL, Ch. 140, Section 183A): | | | |
| Sunday: (Per MGL, Ch. 136 – Form 90 Required): | | | |
| Type of Entertainment: | | | |
| | | | |
| | | | |
| AMUSEMENT DEVICE (Per MGL, Ch.140, Section 177A) | | | |
| # of Total Devices: | | | |
| Enter Each Device Separately. Name of Machine and Serial #. Use separate paper if necessary. | | | |
| #1: | #5: | | |
| #2: | #6: | | |
| #3: | #7: | | |
| #4: | #8: | | |
| OTHER (Circle Option): | | | |
| Taxi | Livery | Bowling | Auctioneer Other: _____ |
| Licensees Signature: |  | | Date: 3/20/2020 |
| Title: | President | | |
| The applicant certifies compliance with all Rules, Regulations, Laws and By-Laws in effect at this time. Under the penalties of perjury, the signature below certifies the above information as true and correct to the best of their knowledge and belief. False statements can result in immediate license revocation. | | | |

NAME OF INDIVIDUAL OR CORPORATION THAT PAYS REAL ESTATE TAXES TO THE TOWN OF BILLERICA:

SD Petroleum LLC



FP-002A
(Rev. 1 2018)

The Commonwealth of Massachusetts
City/Town of Billerica

Application For License

Massachusetts General Law, Chapter 148 §13

New License Amended License

| |
|-----------------|
| GIS Coordinates |
| _____ |
| LAT. |
| _____ |
| LONG. |
| _____ |
| License Number |

Application is hereby made in accordance with the provisions of Chapter 148 of the General Laws of Massachusetts for a license to store flammables, combustibles or explosives on land in buildings or structures herein described.

Location of Land: 261 Boston Rd Billerica 01862
Number, Street and Assessor's Map and Parcel ID

Attach a plot plan of the property indicating the location of property lines and all buildings or structures.

Owner of Land: 261 Boston Rd LLC

Address of Land Owner: 261 Boston Rd Billerica MA 01862

Use and Occupancy of Buildings and Structures: JD Petroleum LLC

If this is an application for amendment of an existing license, indicate date of original license and any subsequent amendments

Attach a copy of the current license

Flammable and Combustible Liquids, Flammable Gases and Solids

Complete this section for the storage of flammable and combustible liquids, solids, and gases; see 527 CMR 1.00 Table 1.12.8.50; Attach additional pages if needed. All tanks and containers are considered full for the purposes of licensing and permitting.

| PRODUCT NAME | CLASS | MAXIMUM QUANTITY | UNITS gal., lbs, cubic feet | CONTAINER UST, AST, IBC, drums |
|--------------|-------|------------------|-----------------------------------|--------------------------------------|
| | | | 10000 | UST |
| | | | 10000 | UST |
| | | | 11000 | UST |
| | | | | |
| | | | | |

Total quantity of all flammable liquids to be stored: 31,000 Gallons

Total quantity of all combustible liquids to be stored: _____

Total quantity of all flammable gases to be stored: _____

Total quantity of all flammable solids to be stored: _____



The Commonwealth of Massachusetts
 Department of Industrial Accidents
 Office of Investigations
 600 Washington Street
 Boston, MA 02111
 www.mass.gov/dia

Workers' Compensation Insurance Affidavit: General Businesses

Applicant Information

Please Print Legibly

Business/Organization Name: JD Petroleum LLC

Address: 530 Wintthrop St

City/State/Zip: Malden MA 02155 Phone #: 6176331988

Are you an employer? Check the appropriate box:

- 1. I am a employer with 5 employees (full and/ or part-time).*
- 2. I am a sole proprietor or partnership and have no employees working for me in any capacity. [No workers' comp. insurance required]
- 3. We are a corporation and its officers have exercised their right of exemption per c. 152, §1(4), and we have no employees. [No workers' comp. insurance required]**
- 4. We are a non-profit organization, staffed by volunteers, with no employees. [No workers' comp. insurance req.]

Business Type (required):

- 5. Retail
- 6. Restaurant/Bar/Eating Establishment
- 7. Office and/or Sales (incl. real estate, auto, etc.)
- 8. Non-profit
- 9. Entertainment
- 10. Manufacturing
- 11. Health Care
- 12. Other _____

*Any applicant that checks box #1 must also fill out the section below showing their workers' compensation policy information.

**If the corporate officers have exempted themselves, but the corporation has other employees, a workers' compensation policy is required and such an organization should check box #1.

I am an employer that is providing workers' compensation insurance for my employees. Below is the policy information.

Insurance Company Name: AM Trust Financial

Insurer's Address: 101 Arch St

City/State/Zip: Boston MA 02110

Policy # or Self-ins. Lic. # KWC1427748 Expiration Date: 2/4/2027

Attach a copy of the workers' compensation policy declaration page (showing the policy number and expiration date).

Failure to secure coverage as required under Section 25A of MGL c. 152 can lead to the imposition of criminal penalties of a fine up to \$1,500.00 and/or one-year imprisonment, as well as civil penalties in the form of a STOP WORK ORDER and a fine of up to \$250.00 a day against the violator. Be advised that a copy of this statement may be forwarded to the Office of Investigations of the DIA for insurance coverage verification.

I do hereby certify, under the pains and penalties of perjury that the information provided above is true and correct.

Signature: _____ Date: 3/20/2026

Phone #: 6176331988

Official use only. Do not write in this area, to be completed by city or town official

City or Town: _____ Permit/License # _____

Issuing Authority (circle one):

- 1. Board of Health 2. Building Department 3. City/Town Clerk 4. Licensing Board 5. Selectmen's Office
- 6. Other _____

Contact Person: _____ Phone #: _____



Board of Assessors
Town Hall
365 Boston Road
Billerica, Massachusetts 01821

Received
MAR 20 2026
Board of Assessors
Billerica, MA

RICHARD J. SCANLON, *Chairman*
BRUCE E. RICHARDSON, *Associate*
KATHRYN M. MATOS, *Associate*

TOWN OF BILLERICA
Billerica, Massachusetts 01821

ABUTTERS LIST

Date 3/23/26

Name John Delegas
Address of Property 261 Boston Rd
Telephone Number 617633 1988

Payee John Delegas
the sum of \$8.00
For Abutters list
Account # 11418-43225
261 Boston Rd (A)

I request one copy of the following abutters list and three cop of this service shall be \$2.00 per name. The list shall be avail requested date or earlier.

Signature of applicant

Types of Abutt

There are four types of abutters lists which may be required in are seeking approval from and the particular request you are n contact the applicable board or commission to determine which

(Circle one - If no letter is circled a "D" list will be prepar

A. Direct Abutters - Direct Abutters to Parce

This list contains direct abutters only. Properties acro not been discontinued, are not included. (This list sho improved if road construction is involved.)

B. Abutters Within 100 Feet

This list contains all abutters within 100 feet of the pa ways, municipal borders or bodies of water.

C. Abutter to Abutter Within 300 Feet

This list contains abutters to direct abutters within 300 feet of the parcel. If there is more than one abutter between the subject parcel and the abutting property within 300 feet the owner will not be notified.

D. All Property Owners Within 300 Feet (Cell Towers - All Property Within 500 Feet)

This list contains all properties within 300 feet of the subject parcel. Abutters to abutter restrictions do not apply.

- | | |
|---|---|
| <input type="checkbox"/> BOARD OF HEALTH | <input type="checkbox"/> LIBRARY |
| <input type="checkbox"/> BUILDING | <input type="checkbox"/> POLICE |
| <input type="checkbox"/> ENGINEERING | <input type="checkbox"/> SELECTMEN |
| <input type="checkbox"/> FIRE DEPT. | <input type="checkbox"/> TOWN CLERK |
| <input type="checkbox"/> D. P. W. | <input type="checkbox"/> TREASURER |
| <input checked="" type="checkbox"/> ASSESSORS | <input type="checkbox"/> ELECTRICAL |
| <input type="checkbox"/> RECREATION | <input type="checkbox"/> PLUMBING |
| <input type="checkbox"/> DOG OFFICER | <input type="checkbox"/> SCHOOL |
| <input type="checkbox"/> BOARD OF APPEALS | <input type="checkbox"/> PLANNING BOARD |
| <input checked="" type="checkbox"/> CASH | <input type="checkbox"/> CHECK |
| | <input type="checkbox"/> MONEY ORDER |

Received
MAR 24 2026
Board of Assessors
Billerica, MA

1 Applicant
4 total

Assessor's
Signature

Date

3/23/26


Amount

\$8.00

| PARCEL ID | LOCATION | OWNER 1 | OWNER 2 | ADDRESS 1 | ADDRESS 2 | CITY | STATE | ZIP CODE |
|-----------|---------------|-----------------------------|-------------------|-----------------------|-----------|-----------|-------|----------|
| 31-4-6 | 265 BOSTON RD | ZHAO FAMILY TRUST | ZHAO JULIAN TR | 265 BOSTON RD | | BILLERICA | MA | 01821 |
| 31-4-8 | 259 BOSTON RD | AZAR REALTY LLC | | 19 MARKET ST | | BILLERICA | MA | 01821 |
| 31-4-5 | 265 BOSTON RD | HOGAN REALTY MANAGEMENT LLC | | 2 PARK DRIVE, SUITE 3 | | WESTFORD | MA | 01886 |
| 31-4-7 | 261 BOSTON RD | 261 BOSTON RD LLC | | 261 BOSTON ROAD | | BILLERICA | MA | 01862 |
| 31-5-1-3 | 267 BOSTON RD | 267 BOSTON ROAD REALTY TR | BABAR LLC TRUSTEE | 1900 CROWN COLONY DR | | QUINCY | MA | 02169 |

DISCLAIMER: This list is certified based upon records held in this department as of the date on the abutter's list. It was completed to the best of our ability based upon the information we have available. We do not certify the accuracy of this list per se, only the names and addresses listed on it. In most cases, public disclosure of the hearing pertaining to this list is required and published in the local newspaper. Every effort has been made to ensure proper notification.

The Board of Assessors certifies the accuracy of the names and addresses on this list based upon our current records.




 John B Speidel
 Chief Assessor
 March 23, 2026

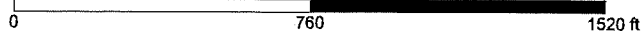
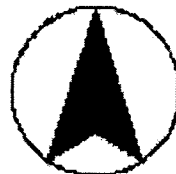


Abutters map for parcel 31-4-7 using direct abutters

Printed on 03/23/2026 at 12:59 PM

Legend

-  Parcel Boundary Selection
-  Parcel Boundary



The data shown on this site are provided for informational and planning purposes only. The town and its consultants are not responsible for the misuse or misinterpretation of this data.



SELECT BOARD
TOWN HALL
365 BOSTON ROAD
BILLERICA, MASSACHUSETTS 01821
978-671-0939
FAX: 978-671-0947

Jillian K. Pavidis, *Chair*
John J. Burrows, *Vice Chair*
Daniel R. Darris-O'Connor, *Secretary*
Michael S. Rosa, *Member*
Dina M. Favreau, *Member*

INVOICE

Date: April 10, 2026

JD Petroleum LLC
261 Boston Road
Billerica, MA 01821

Dear John:

Below is a breakdown that JD Petroleum owes the Town of Billerica for the mailing for the following

| | |
|--|----------|
| Postage Amount: 10.44 x 5 | \$52.20 |
| Supplies: Envelope, Paper & Labels @.50 | \$2.50 |
| Total Cost to Select Board's Office | \$54.70 |
| Legal ad | \$157.95 |
| Total Due | \$212.65 |

Please mail two separate checks payable to the Town of Billerica for:

1. Town of Billerica – Select Board - \$212.65

To the following address:

Select Board's Office
Town Hall, Room 203
365 Boston Road
Billerica, MA 01821

Sincerely,

Kerri Rufo
Executive Confidential Secretary to the Billerica Select Board

America's Yankee Doodle Town



SELECT BOARD
TOWN HALL
365 BOSTON ROAD
BILLERICA, MASSACHUSETTS 01821
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Dina M. Favreau, *Member*

TOWN OF BILLERICA
SELECT BOARD
365 Boston Road
Billerica, MA 01821

ABUTTERS NOTICE

Notice is hereby given that the Billerica Select Board will hold a Public Meeting on **Monday, April 27, 2027, at 6:00 PM**, in the Select Board Meeting Room, Town Hall, 365 Boston Road, Billerica, Massachusetts, and via remote participation:

Zoom: <https://us02web.zoom.us/j/83477138002>
Phone: 1-929-205-6099

Billerica, Massachusetts, to consider the application for:
Transfer of Ownership

From: M4 Services, LLC d/b/a Pace Energy (currently operating as Gulf Express)
Location: 261 Boston Road, Billerica, MA

For a license to Keep, Store, Manufacture or Sell Flammables or Explosives, pursuant to M.G.L. Chapter 148, Section 13, and in accordance with applicable Town regulations.

Existing Storage Capacity (no change proposed):

- 2 tanks – 10,000 gallons each
- 1 tank – 11,000 gallons
- Total: 31,000 gallons of gasoline

The proposed transfer of ownership will not result in any changes to the current storage capacity or site operations.

Any person interested or wishing to be heard on this matter should appear at the time and place designated above.

BILLERICA SELECT BOARD
4/13/26-Lowell Sun

THANK YOU for your ad submission!

Your ad has been submitted for publication. Below is a confirmation of your ad placement. You will also receive an email confirmation.

ORDER DETAILS

Order Number:
NY0174130
Order Status:
Submitted
Classification:
General Legal Notices & Bids
Package:
Legals MA
Site:
ma-legals
Final Cost:
\$157.95
Payment Type:
Account Billed
User ID:
W0014327
Username:
1380509

ACCOUNT INFORMATION

BILLERICA SELECT BOARD MA Legals
TOWN HALL 365 BOSTON ROAD
BILLERICA, MA 01821
978-671-0939
selectboard@billerica.gov
BILLERICA SELECT BOARD

TRANSACTION REPORT

Date
April 10, 2026 9:00:52 AM EDT
Amount:
\$157.95

SCHEDULE FOR AD NUMBER NY01741300

April 13, 2026
The Lowell Sun Legals
Notes:

PREVIEW FOR AD NUMBER NY01741300

**Town of Billerica
Select Board
Public Hearing
April 27, 2026**
Notice is hereby given that the Billerica Select Board will hold a public hearing on April 27, 2027 at 6:00 PM, at Town Hall, 365 Boston Road, Billerica, MA, and via Zoom: <https://us02web.zoom.us/j/83477138002> or by phone at 1-929-205-6099, to consider the application for Transfer of Ownership from M4 Services, LLC d/b/a Pace Energy (Gulf Express), 261 Boston Road, Billerica, MA, for a license to keep, store, manufacture or sell flammables or explosives under M.G.L. c.148, §13. Existing capacity: 31,000 gallons gasoline (no change). All interested persons may be heard.
**BILLERICA SELECT BOARD
04/14/26
#NY0174130**

[<< Click here to print a printer friendly version >>](#)

JD PETROLEUM LLC
1 CARLSON WAY
WOBURN MA 01801-4380

53-447
113

9016

DATE

4/16/2026

Pay to the
Order of

Town of Billerica

Fifty

\$

50. ⁰⁰/₁₀₀

DOLLARS



ROCKLAND
TRUST
www.rocklandtrust.com

Encl 11/13/2

MP

JD PETROLEUM LLC
1 CARLSON WAY
WOBURN MA 01801-4380

53-447
113

9015

DATE

4/10/2026

Pay to the
Order of

TOWN of Billerica

\$

212. ⁶⁵/₁₀₀

Two hundred Twelve ⁶⁵/₁₀₀

DOLLARS



ROCKLAND
TRUST
www.rocklandtrust.com

MEMO

permits Cert Mail
10001 Ad

MP

ORDER DETAILS

PREVIEW FOR AD NUMBER NY01763760

Order Number:
 NY0176376

Order Status:
 Submitted

Classification:
 General Legal Notices & Bids

Package:
 Legals MA

Site:
 ma-legals

Final Cost:
 \$130.08

Payment Type:
 Account Billed

User ID:
 W0014327

Username:
 1380509

| |
|--|
| <p style="text-align: center;">TOWN OF BILLERICA SELECT BOARD</p> <p>Notice is hereby given that the Billerica Select Board will hold a Public Hearing on May 18, 2026 at 6:00 PM, Town Hall, 365 Boston Road, Billerica, and via Zoom https://zoom.us/j/83477138002, to consider an application for Transfer of Ownership -Flammable Storage License at 261 Boston Road (M4 Services, LLC d/b/a Pace Energy), pursuant to M.G.L. c.148, §13.</p> <p style="text-align: center;">All interested persons may be heard. BILLERICA SELECT BOARD 05/05/26 #NY0176376</p> |
|--|

ACCOUNT INFORMATION

BILLERICA SELECT BOARD MA Legals
 TOWN HALL 365 BOSTON ROAD
 BILLERICA, MA 01821
 978-671-0939
 selectboard@billerica.gov
 BILLERICA SELECT BOARD

TRANSACTION REPORT

Date
 May 4, 2026 11:38:02 AM EDT

Amount:
 \$130.08

SCHEDULE FOR AD NUMBER NY01763760

May 5, 2026
 The Lowell Sun Legals



BILLERICA FIRE DEPARTMENT

8 Good Street
BILLERICA, MASSACHUSETTS 01821

To: Michael Riley, Chairman
Billerica Board of Selectmen

April 30, 2026

From: Deputy Chief Stephen Kennedy

Re: 261 Boston Rd

The Fire Department has no objections to the request of John Delegas for the transfer of ownership of Billerica Gulf located at 261 Boston Rd. This is a transfer of ownership and the flammable quantities will remain the same.

The facility is within compliance of all applicable codes and permits required by the Fire Department.

Billerica Select Board PM1:14
RCUD APR 30 2026

Kerri Rufo

From: Kerri Rufo
Sent: Sunday, May 3, 2026 10:21 AM
To: jdpetroleum@gmasil.com
Cc: Mike Riley; Jillian Pavidis; Steve Kennedy (SKennedy@billericafire.com)
Subject: Public Hearing Date -M4 Services, LLC (Flammable Storage License Transfer) Change of date

Paul,

I am writing to follow up regarding your application for the transfer of a flammable storage license for M4 Services, LLC d/b/a Pace Energy, located at 261 Boston Road.

At the 04/27/26 Select Board meeting, the Board voted to continue your public hearing to May 18, 2026. In order to comply with the Massachusetts Open Meeting Law and ensure proper public notice, the hearing cannot be held on May 4, 2026.

Your public hearing will therefore be held on **Monday, May 18, 2026**, before the Select Board. We ask that you be present at that time to address the Board and respond to any questions.

If you have any questions or need additional information, please do not hesitate to contact me.

Thank you for your understanding.

Kerri Rufo
Executive Confidential Assistant to the Billerica Select Board

This e-mail notice is provided for informational purposes only and any discussion should take place at a properly posted meeting.



SELECT BOARD
TOWN HALL
365 BOSTON ROAD
BILLERICA, MASSACHUSETTS 01821
978-671-0939
FAX: 978-671-0947

Jillian K. Pavidis, *Chair*
John J. Burrows, *Vice Chair*
Daniel R. Darris-O'Connor, *Secretary*
Michael S. Rosa, *Member*
Dina M. Favreau, *Member*

ABUTTERS NOTICE

05/04/26

**RE: Public Hearing Notice – Transfer of Ownership
Flammable Storage License (M.G.L. c.148, §13)
261 Boston Road, Billerica, MA**

Dear Abutter:

You are hereby notified that the Billerica Select Board will hold a Public Hearing on:

**Monday, May 18, 2026 at 6:00 PM
Select Board Meeting Room
Town Hall, 365 Boston Road, Billerica, MA
and via Zoom: <https://zoom.us/j/83477138002>**

The purpose of this hearing is to consider an application for a Transfer of Ownership – Flammable Storage License for the property located at 261 Boston Road, currently operating as a gas station. The applicant is M4 Services, LLC d/b/a Pace Energy.

No changes are proposed to the existing use or storage capacity.
All interested persons may be heard.

If you have any questions, please contact the Select Board Office at (978) 671-0939

By order of the Select Board
Town of Billerica



**HEARING NOTICES FOR
NATIONAL GRID, VERIZON and COMCAST
POLE LOCATIONS, CONDUIT, ETC.**

DPW

| | |
|---|--|
| Location of Pole/Conduit: | Beverly Road #11 |
| Reason of Pole/Conduit: | National Grid to Install one (1) jointly owned pole, Relocate one (1) existing pole (Pole 3) approximately 52 feet northerly, Install one (1) new pole (Pole 4) approximately 144 feet southerly from relocated Pole 3. This work is to reduce span length and provide electric service to a new home at 11 Beverly Road. |
| Plan #: | 31293938 |
| Comments on Plan: | |
| <p>DPW has no concerns with this proposed work, subject to the following standard comments.</p> <p>The Water and Wastewater (Sewer) Divisions are not notified by Digsafe to mark utilities. Must call 978-671-0956 (Wastewater) and 978-671-0957 (Water) to request marking of water and sewer lines.</p> <p><u>DO NOT PROCEED WITHOUT CONFIRMATION OF WATER AND SEWER MARKINGS.</u></p> <p>Contractor is responsible to locate and protect all existing drainage pipes and structures, as well as all other property within work site. Any damaged property must be reported to DPW, and promptly repaired by the contractor. Notify Engineering Office (978-671-1300) any time drainage pipes or structures are exposed.</p> <p>A Street Opening Permit from DPW (978-436-9178) is required for any underground excavations for conduit, cables, wires, manholes, etc. placed within the right-of way. All Right of Way Opening Rules and Regulations must be followed. A site walk must be scheduled with DPW (978-436-9178) after water and sewer are marked out, prior to approval of any Street Opening Permit work (if required).</p> <p>Contractor Acknowledgement Form is attached for signature.</p> | |
| Signature: | <i>Stephen Robertson</i> DPW Representative |
| Date: | 5/1/26 |
| Please return to the Select Board Office by: May 4, 2026 | |



HEARING NOTICES FOR
NATIONAL GRID, VERIZON and COMCAST
POLE LOCATIONS, CONDUIT, ETC.

CONTRACTOR ACKNOWLEDGEMENT FORM

| | |
|---------------------------|---|
| Location of Pole/Conduit: | Beverly Road #11 |
| Reason of Pole/Conduit: | National Grid to install one (1) jointly owned pole, Relocate one (1) existing pole (Pole 3) approximately 52 feet northerly, Install one (1) new pole (Pole 4) approximately 144 feet southerly from relocated Pole 3. This work is to reduce span length and provide electric service to a new home at 11 Beverly Road. |
| Plan #: | 31293938 |
| Comments on Plan: | <p>DPW has no concerns with this proposed work, subject to the following standard comments.</p> <p>The Water and Wastewater (Sewer) Divisions are not notified by Digsafe to mark utilities. Must call 978-671-0956 (Wastewater) and 978-671-0957 (Water) to request marking of water and sewer lines.</p> <p><u>DO NOT PROCEED WITHOUT CONFIRMATION OF WATER AND SEWER MARKINGS.</u></p> <p>Contractor is responsible to locate and protect all existing drainage pipes and structures, as well as all other property within work site. Any damaged property must be reported to DPW, and promptly repaired by the contractor. Notify Engineering Office (978-671-1300) any time drainage pipes or structures are exposed.</p> <p>A Street Opening Permit from DPW (978-436-9178) is required for any underground excavations for conduit, cables, wires, manholes, etc. placed within the right-of way. All Right of Way Opening Rules and Regulations must be followed. A site walk must be scheduled with DPW (978-436-9178) after water and sewer are marked out, prior to approval of any Street Opening Permit work (if required).</p> |

I hereby certify that I am aware of these DPW comments regarding the work described.

Dave Johnson
Signature - Utility Company Representative

5/4/26
Date

Dave Johnson
Print Name - Utility Company Representative

NGRID
Utility Company Name

Kerri Rufo

From: Kerri Rufo
Sent: Saturday, May 2, 2026 8:47 AM
To: Jenn Iannalfo
Subject: WO# 31293938 & WO# 31259856- 5/18 Select Board Meeting-DPW Comment-Signature Requested
Attachments: Public Hearing-NGrid-Beverly Rd #11New Pole Nat Grid Review Comments from DPW 5-1-26 pdf.pdf; Public Hearing-NGRID-Manning Rd #32 New Pole Nat Grid Review Comments from DPW 5-1-26 pdf.pdf

Hi Jenn,

Attached are DPW Comments with Signature page. Could you get these signed off and sent back to me?

Thank you!

Kerri Rufo
Executive Confidential Assistant to the Billerica Select Board

This e-mail notice is provided for informational purposes only and any discussion should take place at a properly posted meeting.



SELECT BOARD
TOWN HALL
365 BOSTON ROAD
BILLERICA, MASSACHUSETTS 01821
978-671-0939
FAX: 978-671-0947

Jillian K. Pavidis, *Chair*
 John J. Burrows, *Vice Chair*
 Daniel R. Darris-O'Connor, *Secretary*
 Michael S. Rosa, *Member*
 Dina M. Favreau, *Member*

INVOICE

Date: April 29, 2026

National Grid
 Jennifer Iannalfo
 Work Support NE North
 1101 Turnpike Street
 North Andover, MA 01845

Dear Jennifer:

Below is a breakdown that National Grid owes the Town of Billerica for the mailing for the following pole petition:

| | |
|--|--------------|
| Petition # | 31293938 |
| Address: | Beverly Road |
| Postage Amount:\$ 10.44 x 7 | \$73.08 |
| Supplies: Envelope, Paper & Labels @.50 | \$3.50 |
| Total Cost to Select Board's Office | \$76.58 |
| Certified Abutter's List Total: | \$14.00 |

Please mail two separate checks payable to the Town of Billerica for:

- 1. Town of Billerica – Select Board - \$76.58**
- 2. Town of Billerica – Assessor's Office - \$14.00**

To the following address:

Select Board's Office
Town Hall, Room 203
365 Boston Road
Billerica, MA 01821

Sincerely,

Kerri Rufo
 Executive Confidential Secretary to the Billerica Select Board

America's Yankee Doodle Town



March 20, 2026

To the Board of Selectmen - Billerica, Massachusetts

To Whom It May Concern:

Enclosed please find a petition of NATIONAL GRID and VERIZON, covering joint NATIONAL GRID-VERIZON pole location(s)

If you have any questions regarding this permit, please contact:

Joseph Ientile (978) 766-3114 or joseph.ientile@nationalgrid.com

Please notify National Grid's Jenn Iannalfo of the **hearing date / time** to Jennifer.lannalfo@nationalgrid.com

If this petition meets with your approval, please return an executed copy to each of the above-named Companies.

National Grid: Jennifer Iannalfo, 1101 Turnpike Street; North Andover, MA 01845.

Very truly yours,

Dave Johnson

Dave Johnson
Supervisor, Distribution Design

Enclosures

Questions contact Design - Joseph Ientile 978-766-3114 or joseph.ientile@nationalgrid.com

PETITION FOR JOINT OR IDENTICAL POLE LOCATIONS

North Andover, Massachusetts

To The Board of Selectmen
Of Billerica, Massachusetts

Massachusetts Electric Company d/b/a NATIONAL GRID and Verizon New England, Inc requests permission to locate poles, wires, and fixtures, including the necessary sustaining and protecting fixtures, along and across the following public way:

Beverly Road - National Grid to install 1 JO pole and relocate 1 JO pole on Beverly Road beginning at a point approximately 52 feet Northerly from the existing pole 3 location on Beverly Road. National Grid requests to relocate pole 3 with anchor ~ 52' Northerly to reduce extra-long span to pole 2. Request to install new pole 4 with anchor ~ 144' Southerly from new pole 3 location to provide electric service to new home by overhead midspan at 11 Beverly Road, Billerica, MA.

Location approximately as shown on plan attached.

Wherefore it prays that after due notice and hearing as provided by law, it be granted a location for and permission to erect and maintain poles and wires, together with such sustaining and protecting fixtures as it may find necessary, said poles to be erected substantially in accordance with the plan filed herewith marked - Beverly Road - Billerica, Massachusetts.

No.# 31293938

Also, for permission to lay and maintain underground laterals, cables, and wires in the above or intersecting public ways for the purpose of making connections with such poles and buildings as each of said petitioners may desire for distributing purposes.

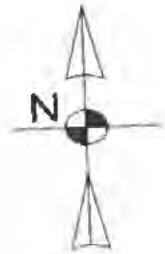
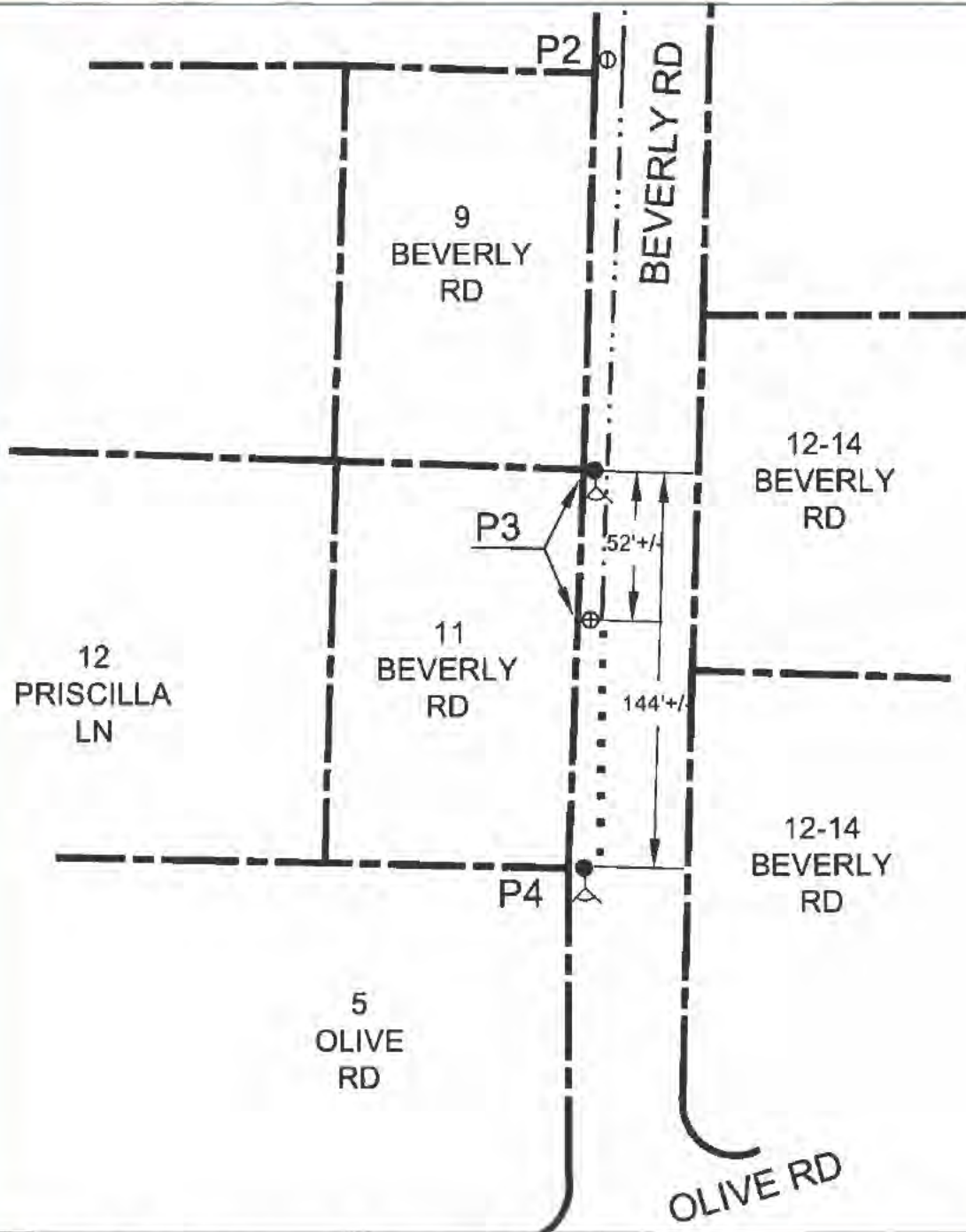
Your petitioner agrees to reserve space for one cross-arm at a suitable point on each of said poles for the fire, police, telephone, and telegraph signal wires belonging to the municipality and used by it exclusively for municipal purposes.

Massachusetts Electric Company d/b/a
NATIONAL GRID *Dave Johnson*

BY _____
Engineering Department

VERIZON NEW ENGLAND, INC.

BY *js* _____
Manager / Right of Way



JOINTLY OWNED POLE PETITION

nationalgrid

- Anchor location
- Pole to be removed
- Proposed jointly owned pole in public way
- Jointly owned pole in public way existing

- Proposed overhead wire
- Existing overhead wire
- Approx. property line

Date: 3/12/26

WORK REQUEST: 31293938

Nationalgrid requests to relocate Pole 3 with anchor approximately 52' northerly in order to reduce extra long span to Pole 2. Request to install new Pole 4 with anchor approximately 144' southerly from new Pole 3 location in order to provide electric service to new home by overhead midspan at 11 Beverly Rd, Billerica, MA.

To The: Town Of Billerica

For Proposed: Relocate P3 New P4 Location: Beverly Rd

Drawn By: S.Steeves

DISTANCES ARE APPROXIMATE

March 20, 2026

Questions contact Central Design – Joseph Ientile 978-766-3114 or joseph.ientile@nationalgrid.com

ORDER FOR JOINT OR IDENTICAL POLE LOCATIONS

To the Board of Selectmen - Billerica, Massachusetts

Notice having been given and public hearing held, as provided by law,
IT IS HEREBY ORDERED: that Massachusetts Electric Company d/b/a NATIONAL GRID and VERIZON NEW ENGLAND INC. (formerly known as NEW ENGLAND TELEPHONE AND TELEGRAPH COMPANY) be and they are hereby granted joint or identical locations for and permission to erect and maintain poles and wires to be placed thereon, together with such sustaining and protecting fixtures as said Companies may deem necessary, in the public way or ways hereinafter referred to, as requested in petition of said Companies dated the 12th day of March, 2026.

All construction under this order shall be in accordance with the following conditions:

Poles shall be of sound timber, and reasonable straight, and shall be set substantially at the points indicated upon the plan marked – Beverly Road - Billerica, Massachusetts.

No.# 31293938

Filed with this order:

There may be attached to said poles by Massachusetts Electric Company d/b/a NATIONAL GRID and Verizon New England Inc. such wires, cables, and fixtures as needed in their business and all of said wires and cables shall be placed at a height of not less than twenty (20) feet from the ground.

The following are the public ways or part of ways along which the poles above referred to may be erected, and the number of poles which may be erected thereon under this order:

Beverly Road - National Grid to install 1 JO pole and relocate 1 JO pole on Beverly Road beginning at a point approximately 52 feet Northerly from the existing pole 3 location on Beverly Road. National Grid requests to relocate pole 3 with anchor ~ 52' Northerly to reduce extra-long span to pole 2. Request to install new pole 4 with anchor ~ 144' Southerly from new pole 3 location to provide electric service to new home by overhead midspan at 11 Beverly Road, Billerica, MA.

Also, for permission to lay and maintain underground laterals, cables, and wires in the above or intersecting public ways for the purpose of making connections with such poles and buildings as each of said petitioners may desire for distributing purposes.

I hereby certify that the foregoing order was adopted at a meeting of the
Of the City/Town of _____, Massachusetts held on the _____ day of _____ 20__ .

City/Town Clerk.

Massachusetts 20__ .
Received and entered in the records of location orders of the City/Town of _____
Book _____ Page _____

Attest:

City/Town Clerk

I hereby certify that on _____ 20__ , at _____ o'clock, M
At _____ a public hearing was held on the petition of
Massachusetts Electric Company d/b/a NATIONAL GRID and VERIZON NEW ENGLAND,
INC. for permission to erect the poles, wires, and fixtures described in the order herewith recorded,
and that we mailed at least seven days before said hearing a written notice of the time and place of
said hearing to each of the owners of real estate (as determined by the last preceding assessment
for taxation) along the ways or parts of ways upon which the Company is permitted to erect
Poles, wires, and fixtures under said order. And that thereupon said order was duly adopted.

City/Town Clerk.

.....
.....
.....
.....

Board or Council of Town or City, Massachusetts

CERTIFICATE

I hereby certify that the foregoing is a true copy of the location order and certificate of hearing
with notice adopted by the _____ of the City of _____
Massachusetts, on the _____ day of 20__ and recorded with the records of location
orders of the said City, Book _____, and Page _____. This certified copy is made under
the provisions of Chapter 166 of General Laws and any additions thereto or amendments thereof.

Attest:

City/Town Clerk



Mike B

HEARING NOTICES FOR NATIONAL GRID, VERIZON AND COMCAST POLE PETITION LOCATIONS, CONDUIT, ETC.

Received

APR 23 2026

Building Department Billerica, MA

To be on May 18, 2026 Select Board Meeting

Return by May 4th to selectboard@billerica.gov

DPW

Electrical Inspector

Safety Officer, Police

| | |
|--------------------------------------|--|
| Location of Pole/Conduit: | Beverly Road |
| Purpose of Pole/Conduit: | <p>Proposal to:</p> <ul style="list-style-type: none"> • Install one (1) jointly owned pole • Relocate one (1) existing pole (Pole 3) approximately 52 feet northerly • Install one (1) new pole (Pole 4) approximately 144 feet southerly from relocated Pole 3 <p>This work is to reduce span length and provide electric service to a new home at 11 Beverly Road.</p> |
| Plan #: | 31293938 |
| Comments on Plan: | No |
| Any Interference with line of sight? | <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO |
| Markings for Fire Hydrant Needed? | <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO |
| Resident's Complaints? | No |
| Signature: | <i>Mike B</i> |
| Date: | 4/20/26 |

Billerica Town Manager PM 1:35 APR 29 2026

Kerri Rufo

From: Kerri Rufo
Sent: Thursday, April 23, 2026 8:50 AM
To: Steve Robertson; Mike Ballou; Timothy F. McKenna; Kellie Schiavo
Cc: Jenn Iannalfo
Subject: RE: NGRID WO# 31259856-Manning Road & WO# 31293938 Beverly Road-Request for Comment and Abutter labels
Attachments: Public Hearig-NGRID WO#31259856 Manning Rd. Request.pdf; Public Hearing-NG Town COMMENTS WO#31259856-Manning Road.docx; Public Hearing-NG Town COMMENTS WO#31293938-Beverly Road.docx; Public Hearing-NGRID WO#31293938-Beverly Rd. Request.pdf

Hi All,

We have received two utility pole petitions from National Grid and Verizon New England, Inc. that will be scheduled for public hearing before the Select Board on May 18, 2026.

Please review the details below and provide any comments, concerns, or approvals no later than May 4, 2026.

1. Manning Road – WO# 31259856

Proposal to install one (1) jointly owned pole (Pole 12-50) approximately 50 feet north-easterly from existing Pole 13 to accommodate an electric service upgrade to 32 Manning Road.

2. Beverly Road – WO# 31293938

Proposal to:

- Install one (1) jointly owned pole
- Relocate one (1) existing pole (Pole 3) approximately 52 feet northerly
- Install one (1) new pole (Pole 4) approximately 144 feet southerly from relocated Pole 3

This work is to reduce span length and provide electric service to a new home at 11 Beverly Road.

Mike-Hard Copy will be in your mailbox.

Kellie-Could you please give me abutters labels.

Please let me know if you have any questions or need additional information.

Thank you,

Kerri



**HEARING NOTICES FOR
NATIONAL GRID, VERIZON and COMCAST
POLE LOCATIONS, CONDUIT, ETC.**

DPW

| | |
|--|--|
| Location of Pole/Conduit: | Beverly Road #11 |
| Reason of Pole/Conduit: | National Grid to Install one (1) jointly owned pole, Relocate one (1) existing pole (Pole 3) approximately 52 feet northerly, Install one (1) new pole (Pole 4) approximately 144 feet southerly from relocated Pole 3. This work is to reduce span length and provide electric service to a new home at 11 Beverly Road. |
| Plan #: | 31293938 |
| Comments on Plan: | |
| <p>DPW has no concerns with this proposed work, subject to the following standard comments.</p> <p>The Water and Wastewater (Sewer) Divisions are not notified by Digsafe to mark utilities. Must call 978-671-0956 (Wastewater) and 978-671-0957 (Water) to request marking of water and sewer lines.</p> <p><u>DO NOT PROCEED WITHOUT CONFIRMATION OF WATER AND SEWER MARKINGS.</u></p> <p>Contractor is responsible to locate and protect all existing drainage pipes and structures, as well as all other property within work site. Any damaged property must be reported to DPW, and promptly repaired by the contractor. Notify Engineering Office (978-671-1300) any time drainage pipes or structures are exposed.</p> <p>A Street Opening Permit from DPW (978-436-9178) is required for any underground excavations for conduit, cables, wires, manholes, etc. placed within the right-of way. All Right of Way Opening Rules and Regulations must be followed. A site walk must be scheduled with DPW (978-436-9178) after water and sewer are marked out, prior to approval of any Street Opening Permit work (if required).</p> <p>Contractor Acknowledgement Form is attached for signature.</p> | |
| Signature: | <i>Stephen Robertson</i> DPW Representative |
| Date: | 5/1/26 |
| Please return to the Select Board Office by: May 4, 2026 | |



**HEARING NOTICES FOR
NATIONAL GRID, VERIZON and COMCAST
POLE LOCATIONS, CONDUIT, ETC.**

CONTRACTOR ACKNOWLEDGEMENT FORM

| | |
|---|--|
| Location of Pole/Conduit: | Beverly Road #11 |
| Reason of Pole/Conduit: | National Grid to Install one (1) jointly owned pole, Relocate one (1) existing pole (Pole 3) approximately 52 feet northerly, Install one (1) new pole (Pole 4) approximately 144 feet southerly from relocated Pole 3. This work is to reduce span length and provide electric service to a new home at 11 Beverly Road. |
| Plan #: | 31293938 |
| Comments on Plan: | |
| <p>DPW has no concerns with this proposed work, subject to the following standard comments.</p> <p>The Water and Wastewater (Sewer) Divisions are not notified by Digsafe to mark utilities. Must call 978-671-0956 (Wastewater) and 978-671-0957 (Water) to request marking of water and sewer lines.</p> <p><u>DO NOT PROCEED WITHOUT CONFIRMATION OF WATER AND SEWER MARKINGS.</u></p> <p>Contractor is responsible to locate and protect all existing drainage pipes and structures, as well as all other property within work site. Any damaged property must be reported to DPW, and promptly repaired by the contractor. Notify Engineering Office (978-671-1300) any time drainage pipes or structures are exposed.</p> <p>A Street Opening Permit from DPW (978-436-9178) is required for any underground excavations for conduit, cables, wires, manholes, etc. placed within the right-of way. All Right of Way Opening Rules and Regulations must be followed. A site walk must be scheduled with DPW (978-436-9178) after water and sewer are marked out, prior to approval of any Street Opening Permit work (if required).</p> | |

I hereby certify that I am aware of these DPW comments regarding the work described.

Signature – Utility Company Representative

Date

Print Name – Utility Company Representative

Utility Company Name



Mike B.

HEARING NOTICES FOR
NATIONAL GRID, VERIZON AND COMCAST
POLE PETITION LOCATIONS, CONDUIT, ETC.

Received

APR 23 2026

Building Department
Billerica, MA

To be on May 18, 2026 Select Board Meeting

Return by May 4th to selectboard@billerica.gov

DPW

Electrical Inspector

Safety Officer, Police

| | |
|--------------------------------------|---|
| Location of Pole/Conduit: | Manning Road |
| Purpose of Pole/Conduit: | 1. Manning Road – WO# 31259856 Proposal to install one (1) jointly owned pole (Pole 12-50) approximately 50 feet north-easterly from existing Pole 13 to accommodate an electric service upgrade to 32 Manning Road. |
| Plan #: | 31293938 |
| Comments on Plan: | NO |
| Any Interference with line of sight? | <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO |
| Markings for Fire Hydrant Needed? | <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO |
| Resident's Complaints? | NO |
| Signature: | <i>Mrs. Dalby</i> |
| Date: | 4/29/26 |

Billerica Town Manager PM 1:34
RCVD APR 29 2026



SELECT BOARD
TOWN HALL
365 BOSTON ROAD
BILLERICA, MASSACHUSETTS 01821
978-671-0939
FAX: 978-671-0947

Jillian K. Pavidis, *Chair*
John J. Burrows, *Vice Chair*
Daniel R. Darris-O'Connor, *Secretary*
Michael S. Rosa, *Member*
Dina M. Favreau, *Member*

INVOICE

Date: April 29, 2026

National Grid
Jennifer Iannalfo
Work Support NE North
1101 Turnpike Street
North Andover, MA 01845

Dear Jennifer:

Below is a breakdown that National Grid owes the Town of Billerica for the mailing for the following pole petition:

| | |
|--|--------------|
| Petition # | 31293938 |
| Address: | Manning Road |
| Postage Amount:\$ 10.44 x 2 | \$20.88 |
| Supplies: Envelope, Paper & Labels @.50 | \$1.00 |
| Total Cost to Select Board's Office | \$21.88 |
| | |
| Certified Abutter's List Total: | \$4.00 |

Please mail two separate checks payable to the Town of Billerica for:

- 1. Town of Billerica – Select Board - \$21.88**
- 2. Town of Billerica – Assessor's Office - \$4.00**

To the following address:

**Select Board's Office
Town Hall, Room 203
365 Boston Road
Billerica, MA 01821**

Sincerely,

Kerri Rufo
Executive Confidential Secretary to the Billerica Select Board

America's Yankee Doodle Town



March 20, 2026

To the Board of Selectmen - Billerica, Massachusetts

To Whom It May Concern:

Enclosed please find a petition of NATIONAL GRID and VERIZON, covering joint NATIONAL GRID-VERIZON pole location(s)

If you have any questions regarding this permit, please contact:

Joseph Ientile (978) 766-3114 or joseph.ientile@nationalgrid.com

Please notify National Grid's Jenn Iannalfo of the **hearing date / time** to Jennifer.Iannalfo@nationalgrid.com

If this petition meets with your approval, please return an executed copy to each of the above-named Companies.

National Grid: Jennifer Iannalfo, 1101 Turnpike Street; North Andover, MA 01845.

Very truly yours,

Dave Johnson

Dave Johnson
Supervisor, Distribution Design

Enclosures

Questions contact Design - Joseph Ientile 978-766-3114 or joseph.ientile@nationalgrid.com

PETITION FOR JOINT OR IDENTICAL POLE LOCATIONS

North Andover, Massachusetts

To The Board of Selectmen
Of Billerica, Massachusetts

Massachusetts Electric Company d/b/a NATIONAL GRID and Verizon New England, Inc requests permission to locate poles, wires, and fixtures, including the necessary sustaining and protecting fixtures, along and across the following public way:

Manning Road - National Grid to install 1 JO pole on Manning Road beginning at a point approximately 50 feet North-Easterly from the existing pole 13 location on Manning Road. National Grid proposes to install new pole 12-50 approximately 50' from pole 13 within existing pole line to accommodate electric service upgrade to 32 Manning Road, Billerica, MA. Pole 13 has an existing secondary wire crossing which will be removed but cannot be used for this new primary overhead span since pole 13 has an existing primary riser feeding electric property at 37 Manning Road.

Location approximately as shown on plan attached.

Wherefore it prays that after due notice and hearing as provided by law, it be granted a location for and permission to erect and maintain poles and wires, together with such sustaining and protecting fixtures as it may find necessary, said poles to be erected substantially in accordance with the plan filed herewith marked – Manning Road - Billerica, Massachusetts.

No.# 31259856

Also, for permission to lay and maintain underground laterals, cables, and wires in the above or intersecting public ways for the purpose of making connections with such poles and buildings as each of said petitioners may desire for distributing purposes.

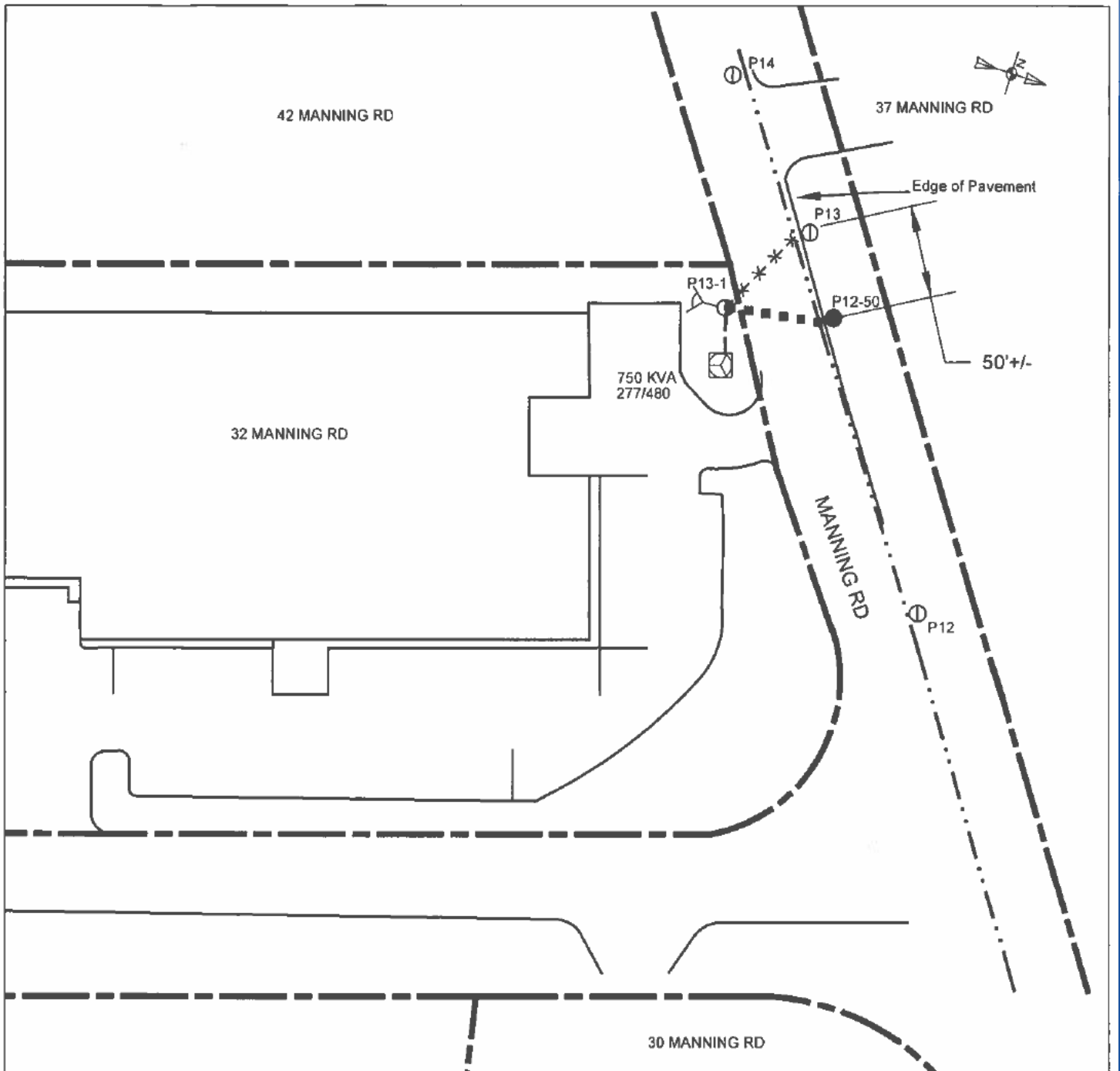
Your petitioner agrees to reserve space for one cross-arm at a suitable point on each of said poles for the fire, police, telephone, and telegraph signal wires belonging to the municipality and used by it exclusively for municipal purposes.

Massachusetts Electric Company d/b/a
NATIONAL GRID *Dave Johnson*

BY _____
Engineering Department

VERIZON NEW ENGLAND, INC.

BY *[Signature]*
Manager / Right of Way



JOINTLY OWNED POLE PETITION



- ⊕ Jointly owned pole on private property existing
- ⊕ Anchor location
- ⊕ Pole to be removed
- Proposed jointly owned pole in public way
- ⊕ Jointly owned pole in public way existing

- Approx. property line
- Proposed overhead wire
- Existing overhead wire
- * * * Existing overhead wire to be removed
- Proposed Underground wire on private property

Date: 2/19/26

WORK REQUEST: 31259856

To The: **Town** Of **Billerica**

For Proposed: **Pole 12-50** Location: **Manning Rd**

Drawn By: **S.Steeves**

Nationalgrid proposes to install new Pole 12-50 approximately 50' from Pole 13 within existing pole line in order to accommodate electric service upgrade to 32 Manning Rd, Billerica, MA. Pole 13 has an existing secondary wire crossing which will be removed but can not be used for this new primary overhead span since Pole 13 has an existing primary riser feeding electric to property at 37 Manning Rd.

DISTANCES ARE APPROXIMATE

March 20, 2026

Questions contact Central Design – Joseph Ientile 978-766-3114 or joseph.ientile@nationalgrid.com

ORDER FOR JOINT OR IDENTICAL POLE LOCATIONS

To the Board of Selectmen - Billerica, Massachusetts

Notice having been given and public hearing held, as provided by law, IT IS HEREBY ORDERED: that Massachusetts Electric Company d/b/a NATIONAL GRID and VERIZON NEW ENGLAND INC. (formerly known as NEW ENGLAND TELEPHONE AND TELEGRAPH COMPANY) be and they are hereby granted joint or identical locations for and permission to erect and maintain poles and wires to be placed thereon, together with such sustaining and protecting fixtures as said Companies may deem necessary, in the public way or ways hereinafter referred to, as requested in petition of said Companies dated the 27th day of February, 2026.

All construction under this order shall be in accordance with the following conditions:

Poles shall be of sound timber, and reasonable straight, and shall be set substantially at the points indicated upon the plan marked – Manning Road - Billerica, Massachusetts.

No.# 31259856

Filed with this order:

There may be attached to said poles by Massachusetts Electric Company d/b/a NATIONAL GRID and Verizon New England Inc. such wires, cables, and fixtures as needed in their business and all of said wires and cables shall be placed at a height of not less than twenty (20) feet from the ground.

The following are the public ways or part of ways along which the poles above referred to may be erected, and the number of poles which may be erected thereon under this order:

Manning Road - National Grid to install 1 JO pole on Manning Road beginning at a point approximately 50 feet North-Easterly from the existing pole 13 location on Manning Road. National Grid proposes to install new pole 12-50 approximately 50' from pole 13 within existing pole line to accommodate electric service upgrade to 32 Manning Road, Billerica, MA. Pole 13 has an existing secondary wire crossing which will be removed but cannot be used for this new primary overhead span since pole 13 has an existing primary riser feeding electric property at 37 Manning Road.

Also, for permission to lay and maintain underground laterals, cables, and wires in the above or intersecting public ways for the purpose of making connections with such poles and buildings as each of said petitioners may desire for distributing purposes.

I hereby certify that the foregoing order was adopted at a meeting of the
Of the City/Town of _____, Massachusetts held on the _____ day of _____ 20__ .

City/Town Clerk.
20__ .

Received and entered in the records of location orders of the City/Town of _____
Book _____ Page _____

Attest:

City/Town Clerk

I hereby certify that on _____ 20__ , at _____ o'clock, M
At _____ a public hearing was held on the petition of
Massachusetts Electric Company d/b/a NATIONAL GRID and VERIZON NEW ENGLAND,
INC. for permission to erect the poles, wires, and fixtures described in the order herewith recorded,
and that we mailed at least seven days before said hearing a written notice of the time and place of
said hearing to each of the owners of real estate (as determined by the last preceding assessment
for taxation) along the ways or parts of ways upon which the Company is permitted to erect
Poles, wires, and fixtures under said order. And that thereupon said order was duly adopted.

City/Town Clerk.

.....
.....
.....
.....

Board or Council of Town or City, Massachusetts

CERTIFICATE

I hereby certify that the foregoing is a true copy of the location order and certificate of hearing
with notice adopted by the _____ of the City of _____
Massachusetts, on the _____ day of 20__ and recorded with the records of location
orders of the said City, Book _____, and Page _____. This certified copy is made under
the provisions of Chapter 166 of General Laws and any additions thereto or amendments thereof.

Attest:

City/Town Clerk



**HEARING NOTICES FOR
NATIONAL GRID, VERIZON and COMCAST
POLE LOCATIONS, CONDUIT, ETC.**

DPW

| | |
|---|---|
| Location of Pole/Conduit: | Manning Road #32 |
| Reason of Pole/Conduit: | National Grid to install one (1) jointly owned pole (Pole 12-50) approximately 50 feet north-easterly from existing Pole 13 to accommodate an electric service upgrade to 32 Manning Road. |
| Plan #: | 31259856 |
| Comments on Plan: Please be aware that the sewer main runs in this shoulder area. Sewer main must be marked out and new pole kept as far from sewer main as possible. The Water and Wastewater (Sewer) Divisions are not notified by Digsafe to mark utilities. Must call 978-671-0956 (Wastewater) and 978-671-0957 (Water) to request marking of water and sewer lines. <u>DO NOT PROCEED WITHOUT CONFIRMATION OF WATER AND SEWER MARKINGS.</u> Contractor is responsible to locate and protect all existing drainage pipes and structures, as well as all other property within work site. Any damaged property must be reported to DPW, and promptly repaired by the contractor. Notify Engineering Office (978-671-1300) any time drainage pipes or structures are exposed. A Street Opening Permit from DPW (978-436-9178) is required for any underground excavations for conduit, cables, wires, manholes, etc. placed within the right-of way. All Right of Way Opening Rules and Regulations must be followed. A site walk must be scheduled with DPW (978-436-9178) after water and sewer are marked out, prior to approval of any Street Opening Permit work (if required). Contractor Acknowledgement Form is attached for signature. | |
| Signature: | <i>Stephen Robertson</i> DPW Representative |
| Date: | 5/1/26 |
| Please return to the Select Board Office by: May 4, 2026 | |



HEARING NOTICES FOR
NATIONAL GRID, VERIZON and COMCAST
POLE LOCATIONS, CONDUIT, ETC.

CONTRACTOR ACKNOWLEDGEMENT FORM

| | |
|--|--|
| Location of Pole/Conduit: | Manning Road #32 |
| Reason of Pole/Conduit: | National Grid to install one (1) jointly owned pole (Pole 12-50) approximately 50 feet north-easterly from existing Pole 13 to accommodate an electric service upgrade to 32 Manning Road. |
| Plan #: | 31259856 |
| Comments on Plan: Please be aware that the sewer main runs in this shoulder area. Sewer main must be marked out and new pole kept as far from sewer main as possible. The Water and Wastewater (Sewer) Divisions are not notified by Digsafe to mark utilities. Must call 978-671-0956 (Wastewater) and 978-671-0957 (Water) to request marking of water and sewer lines. <u>DO NOT PROCEED WITHOUT CONFIRMATION OF WATER AND SEWER MARKINGS.</u> Contractor is responsible to locate and protect all existing drainage pipes and structures, as well as all other property within work site. Any damaged property must be reported to DPW, and promptly repaired by the contractor. Notify Engineering Office (978-671-1300) any time drainage pipes or structures are exposed. A Street Opening Permit from DPW (978-436-9178) is required for any underground excavations for conduit, cables, wires, manholes, etc. placed within the right-of way. All Right of Way Opening Rules and Regulations must be followed. A site walk must be scheduled with DPW (978-436-9178) after water and sewer are marked out, prior to approval of any Street Opening Permit work (if required). | |

I hereby certify that I am aware of these DPW comments regarding the work described.

Dave Johnson

Signature - Utility Company Representative

Date

5/4/26

Dave Johnson

Print Name - Utility Company Representative

NGRID

Utility Company Name

Kerri Rufo

From: Kerri Rufo
Sent: Saturday, May 2, 2026 8:47 AM
To: Jenn Iannalfo
Subject: WO# 31293938 & WO# 31259856- 5/18 Select Board Meeting-DPW Comment-Signature Requested
Attachments: Public Hearing-NGrid-Beverly Rd #11New Pole Nat Grid Review Comments from DPW 5-1-26 pdf.pdf; Public Hearing-NGRID-Manning Rd #32 New Pole Nat Grid Review Comments from DPW 5-1-26 pdf.pdf

Hi Jenn,

Attached are DPW Comments with Signature page. Could you get these signed off and sent back to me?

Thank you!

Kerri Rufo
Executive Confidential Assistant to the Billerica Select Board

This e-mail notice is provided for informational purposes only and any discussion should take place at a properly posted meeting.



**HEARING NOTICES FOR
NATIONAL GRID, VERIZON AND COMCAST
POLE PETITION LOCATIONS, CONDUIT, ETC.**

To be on May 18, 2026 Select Board Meeting

Return by May 4th to selectboard@billerica.gov

- DPW** **Electrical Inspector** **Safety Officer, Police**

| | |
|---|---|
| Location of Pole/Conduit: | Manning Road |
| Purpose of Pole/Conduit: | 1. Manning Road – WO# 31259856 Proposal to install one (1) jointly owned pole (Pole 12-50) approximately 50 feet north-easterly from existing Pole 13 to accommodate an electric service upgrade to 32 Manning Road. |
| Plan #: | 31259856 |
| Comments on Plan: | |
| Any Interference with line of sight? | <input type="checkbox"/> YES <input type="checkbox"/> NO |
| Markings for Fire Hydrant Needed? | <input type="checkbox"/> YES <input type="checkbox"/> NO |
| Resident’s Complaints? | |
| Signature: | |
| Date: | |



**HEARING NOTICES FOR
NATIONAL GRID, VERIZON AND COMCAST
POLE PETITION LOCATIONS, CONDUIT, ETC.**

To be on May 18, 2026 Select Board Meeting

Return by May 4th to selectboard@billerica.gov

DPW

Electrical Inspector

Safety Officer, Police

| | |
|---|---|
| Location of Pole/Conduit: | Manning Road |
| Purpose of Pole/Conduit: | 1. Manning Road – WO# 31259856 Proposal to install one (1) jointly owned pole (Pole 12-50) approximately 50 feet north-easterly from existing Pole 13 to accommodate an electric service upgrade to 32 Manning Road. |
| Plan #: | 31293938 |
| Comments on Plan: | |
| Any Interference with line of sight? | <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO |
| Markings for Fire Hydrant Needed? | <input type="checkbox"/> YES <input type="checkbox"/> NO |
| Resident’s Complaints? | I have not been made aware of any complaints |
| Signature: | Glen Magnan, Deputy Chief |
| Date: | 05/13/2026 |



SELECT BOARD
TOWN HALL
365 BOSTON ROAD
BILLERICA, MASSACHUSETTS 01821
978-671-0939
FAX: 978-671-0947

Jillian K. Pavidis, *Chair*
John J. Burrows, *Vice Chair*
Daniel R. Darris-O'Connor, *Secretary*
Michael S. Rosa, *Member*
Dina M. Favreau, *Member*

ABUTTERS NOTICE

RE: Public Hearing – Utility Pole Petition Manning Road WO# 31259856

Dear Abutter,

In accordance with the provisions of Massachusetts General Laws, Chapter 166, §§ 21 and 22, you are hereby notified that the Billerica Select Board will hold a Public Hearing on:

Monday, May 18, 2026 Time: 6:00 PM

Location:

Select Board Meeting Room
Town Hall
365 Boston Road
Billerica, MA

Remote Participation:

Zoom: <https://us02web.zoom.us/j/83477138002>

Phone: 1-929-205-6099

Purpose:

To consider a petition from Massachusetts Electric Company d/b/a National Grid and Verizon New England, Inc. for permission to install, relocate, and maintain poles, wires, and fixtures, including underground cables, along public ways in the Town of Billerica.

Location of Work:

Manning Road, Billerica, MA

Project Description:

National Grid proposes to:

- Install one (1) jointly owned pole (Pole 12-50) on Manning Road approximately 50 feet from existing Pole 13
- Remove an existing secondary wire crossing that cannot be used for the new primary overhead span

This work is being completed to accommodate an electric service upgrade to 32 Manning Road, Billerica, MA.

Additional work may include the installation and maintenance of wires, cables, and related fixtures as necessary for utility service distribution.

By order of the Select Board
Town of Billerica



**HEARING NOTICES FOR
NATIONAL GRID, VERIZON and COMCAST
POLE LOCATIONS, CONDUIT, ETC.**

DPW

| | |
|---|---|
| Location of Pole/Conduit: | Manning Road #32 |
| Reason of Pole/Conduit: | National Grid to install one (1) jointly owned pole (Pole 12-50) approximately 50 feet north-easterly from existing Pole 13 to accommodate an electric service upgrade to 32 Manning Road. |
| Plan #: | 31259856 |
| Comments on Plan: | |
| <p>Please be aware that the sewer main runs in this shoulder area. Sewer main must be marked out and new pole kept as far from sewer main as possible.</p> <p>The Water and Wastewater (Sewer) Divisions are not notified by Digsafe to mark utilities. Must call 978-671-0956 (Wastewater) and 978-671-0957 (Water) to request marking of water and sewer lines.</p> <p><u>DO NOT PROCEED WITHOUT CONFIRMATION OF WATER AND SEWER MARKINGS.</u></p> <p>Contractor is responsible to locate and protect all existing drainage pipes and structures, as well as all other property within work site. Any damaged property must be reported to DPW, and promptly repaired by the contractor. Notify Engineering Office (978-671-1300) any time drainage pipes or structures are exposed.</p> <p>A Street Opening Permit from DPW (978-436-9178) is required for any underground excavations for conduit, cables, wires, manholes, etc. placed within the right-of way. All Right of Way Opening Rules and Regulations must be followed. A site walk must be scheduled with DPW (978-436-9178) after water and sewer are marked out, prior to approval of any Street Opening Permit work (if required).</p> <p>Contractor Acknowledgement Form is attached for signature.</p> | |
| Signature: | <i>Stephen Robertson</i> DPW Representative |
| Date: | 5/1/26 |
| Please return to the Select Board Office by: May 4, 2026 | |



**HEARING NOTICES FOR
NATIONAL GRID, VERIZON and COMCAST
POLE LOCATIONS, CONDUIT, ETC.**

CONTRACTOR ACKNOWLEDGEMENT FORM

| | |
|--|---|
| Location of Pole/Conduit: | Manning Road #32 |
| Reason of Pole/Conduit: | National Grid to install one (1) jointly owned pole (Pole 12-50) approximately 50 feet north-easterly from existing Pole 13 to accommodate an electric service upgrade to 32 Manning Road. |
| Plan #: | 31259856 |
| Comments on Plan: | |
| <p>Please be aware that the sewer main runs in this shoulder area. Sewer main must be marked out and new pole kept as far from sewer main as possible.</p> <p>The Water and Wastewater (Sewer) Divisions are not notified by Digsafe to mark utilities. Must call 978-671-0956 (Wastewater) and 978-671-0957 (Water) to request marking of water and sewer lines.</p> <p><u>DO NOT PROCEED WITHOUT CONFIRMATION OF WATER AND SEWER MARKINGS.</u></p> <p>Contractor is responsible to locate and protect all existing drainage pipes and structures, as well as all other property within work site. Any damaged property must be reported to DPW, and promptly repaired by the contractor. Notify Engineering Office (978-671-1300) any time drainage pipes or structures are exposed.</p> <p>A Street Opening Permit from DPW (978-436-9178) is required for any underground excavations for conduit, cables, wires, manholes, etc. placed within the right-of way. All Right of Way Opening Rules and Regulations must be followed. A site walk must be scheduled with DPW (978-436-9178) after water and sewer are marked out, prior to approval of any Street Opening Permit work (if required).</p> | |

I hereby certify that I am aware of these DPW comments regarding the work described.

Signature – Utility Company Representative

Date

Print Name – Utility Company Representative

Utility Company Name

Kerri Rufo

From: Kerri Rufo
Sent: Thursday, April 23, 2026 8:50 AM
To: Steve Robertson; Mike Ballou; Timothy F. McKenna; Kellie Schiavo
Cc: Jenn Iannalfo
Subject: RE: NGRID WO# 31259856-Manning Road & WO# 31293938 Beverly Road-Request for Comment and Abutter labels
Attachments: Public Hearig-NGRID WO#31259856 Manning Rd. Request.pdf; Public Hearing-NG Town COMMENTS WO#31259856-Manning Road.docx; Public Hearing-NG Town COMMENTS WO#31293938-Beverly Road.docx; Public Hearing-NGRID WO#31293938-Beverly Rd. Request.pdf

Hi All,

We have received two utility pole petitions from National Grid and Verizon New England, Inc. that will be scheduled for public hearing before the Select Board on May 18, 2026.

Please review the details below and provide any comments, concerns, or approvals no later than May 4, 2026.

1. Manning Road – WO# 31259856

Proposal to install one (1) jointly owned pole (Pole 12-50) approximately 50 feet north-easterly from existing Pole 13 to accommodate an electric service upgrade to 32 Manning Road.

2. Beverly Road – WO# 31293938

Proposal to:

- Install one (1) jointly owned pole
- Relocate one (1) existing pole (Pole 3) approximately 52 feet northerly
- Install one (1) new pole (Pole 4) approximately 144 feet southerly from relocated Pole 3

This work is to reduce span length and provide electric service to a new home at 11 Beverly Road.

Mike-Hard Copy will be in your mailbox.

Kellie-Could you please give me abutters labels.

Please let me know if you have any questions or need additional information.

Thank you,

Kerri

Agenda Item #9

NEW BUSINESS

(QUICK ITEMS)



SELECT BOARD
TOWN HALL
365 BOSTON ROAD
BILLERICA, MASSACHUSETTS 01821
978-671-0939
FAX: 978-671-0947

Michael S. Rosa, *Chair*
Jillian K. Pavidis, *Secretary*
John J. Burrows, *Member*
Dina M. Favreau, *Member*
Daniel R. Darris-O'Connor, *Member*

April 18, 2025

John Burrows
38 Shawsheen Street
Billerica, MA 01821

Dear Mr. Burrows,

It is my pleasure to inform you that the Select Board Chair has appointed you to the following committees as the Select Board Representative:

| | |
|--|-------------------------|
| Capital Facilities Committee | Expires: April 30, 2026 |
| Council On Aging | Expires: April 30, 2026 |
| Billerica Community Alliance | Expires: April 30, 2026 |
| Community Funds | Expires: April 30, 2026 |
| Billerica Residents' Employment Monitoring Committee | Expires: June 30, 2028 |

Please report to the Town Clerk's Office to be sworn in to the duties of this position. In order for your appointment to become valid, you must be sworn in within 30 days of receipt of this letter.

Thank You,

Michael S. Rosa
Chair

Cc: Town Clerk

America's Yankee Doodle Town



SELECT BOARD
TOWN HALL
365 BOSTON ROAD
BILLERICA, MASSACHUSETTS 01821
978-671-0939
FAX: 978-671-0947

Michael S. Rosa, *Chair*
Jillian K. Pavidis, *Secretary*
John J. Burrows, *Member*
Dina M. Favreau, *Member*
Daniel R. Darris-O'Connor, *Member*

May 12, 2025

Michael Rosa, Chair

Dear Mr. Rosa,

Please accept this letter as my resignation for the following committees:

| | |
|--|-------------------------|
| Capital Facilities Committee | Expires: April 30, 2026 |
| Council On Aging | Expires: April 30, 2026 |
| Billerica Residents' Employment Monitoring Committee | Expires: June 30, 2028 |

Thank You,

John J. Burrows, Member

Cc: Town Clerk

America's Yankee Doodle Town



SELECT BOARD
TOWN HALL
365 BOSTON ROAD
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John J. Burrows, *Member*
Dina M. Favreau, *Member*
Daniel R. Darris-O'Connor, *Member*

April 18, 2025

Michael S. Rosa
29 Riverdale Road
Billerica, MA 01821

The following are your Select Board Chair appointments:

| | |
|---|-------------------------------|
| Capital Facilities Committee | Expires: April 30, 2026 |
| Council on Aging | Expires: April 30, 2026 |
| Green Up Day | Expires: April 30, 2026 |
| Kent Fund Scholarship | Expires: April 30, 2026 |
| Town/School Fiscal Subcommittee | Expires: April 30, 2026 |
| Billerica Community Alliance | Expires: April 30, 2026 |
| Community Funds | Expires: April 30, 2026 |
| Housing Partnership | Expires: June 30, 2026 |
| Municipal Affordable Housing Trust | Expires: June 30, 2027 |
| Yankee Doodle Bike Path | Expires: June 30, 2026 |

Please report to the Town Clerk's Office to be sworn in to the duties of this position. In order for your appointment to become valid, you must be sworn in within 30 days of receipt of this letter.

Thank You,

Michael S. Rosa
Chair

Cc: Town Clerk

America's Yankee Doodle Town



SELECT BOARD
TOWN HALL
365 BOSTON ROAD
BILLERICA, MASSACHUSETTS 01821
978-671-0939
FAX: 978-671-0947

John J. Burrows, *Chair*
Dina M. Favreau, *Vice Chair*
Michael S. Rosa, *Secretary*
Kimberly J. Conway, *Member*
Michael A. Riley, *Member*

April 24, 2024

Michael S. Rosa
29 Riverdale Road
Billerica, MA 01821

Dear Mr. Rosa,

It is my pleasure to inform you that the Select Board has appointed you to the following committees as the Select Board Representative:

| | |
|---|-------------------------|
| Capital Facilities Committee | Expires: April 30, 2025 |
| Council on Aging | Expires: April 30, 2025 |
| Green Up Day | Expires: April 30, 2025 |
| Kent Fund Scholarship | Expires: April 30, 2025 |
| Town/School Fiscal Subcommittee | Expires: April 30, 2025 |
| Billerica Community Alliance | Expires: April 30, 2025 |
| Community Funds | Expires: April 30, 2025 |
| Cabot Land Re-Use Committee | Expires: June 30, 2027 |
| Municipal Affordable Housing Trust (Replaces Kimberly J. Conway) | Expires: June 30, 2025 |
| Open Space and Recreation Committee | Expires: June 30, 2027 |
| Yankee Doodle Bike Path | Expires: June 30, 2025 |

Please report to the Town Clerk's Office to be sworn in to the duties of this position. In order for your appointment to become valid, you must be sworn in within 30 days of receipt of this letter.

Thank You,

John J. Burrows
Chair

Cc: Town Clerk

America's Yankee Doodle Town



SELECT BOARD

TOWN HALL
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BILLERICA, MASSACHUSETTS 01821
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FAX: 978-671-0947

Michael S. Rosa, *Chair*
Jillian K. Pavidis, *Secretary*
John J. Burrows, *Member*
Dina M. Favreau, *Member*
Daniel R. Darris-O'Connor, *Member*

April 24, 2025

Daniel Darris-O'Connor
14 Forest Park Avenue
Billerica, MA 01821

Dear Mr. Darris-O'Connor,

It is my pleasure to inform you that the Select Board Chair has appointed you to the following committees as the Select Board Representative:

| | |
|------------------------------|-------------------------|
| Cable Advisory Committee | Expires: April 30, 2026 |
| Commission on Disability | Expires: June 30, 2027 |
| Billerica Community Alliance | Expires: April 30, 2026 |
| Community Funds | Expires: April 30, 2026 |

Please report to the Town Clerk's Office to be sworn in to the duties of this position. In order for your appointment to become valid, you must be sworn in within 30 days of receipt of this letter.

Thank You,

Michael S. Rosa
Chair

Cc: Town Clerk

America's Yankee Doodle Town

What others
High School Building
Cabot Re-Use
Cable Advisory?
Billerica Community Alliance
Bille



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Jillian K. Pavidis, *Secretary*
John J. Burrows, *Member*
Dina M. Favreau, *Member*
Daniel R. Darris-O'Connor, *Member*

April 24, 2024

Jillian Pavidis
3 Kirk Road
Billerica, MA 01821

Dear Ms. Pavidis,

It is my pleasure to inform you that the Select Board Chair has appointed you to the following committees as the Select Board Representative:

| | |
|------------------------------|-------------------------|
| Cable Advisory Committee | Expires: April 30, 2026 |
| Kent Fund Scholarship | Expires: April 30, 2026 |
| Billerica Community Alliance | Expires: April 30, 2026 |
| Community Funds | Expires: April 30, 2026 |

Please report to the Town Clerk's Office to be sworn in to the duties of this position. In order for your appointment to become valid, you must be sworn in within 30 days of receipt of this letter.

Thank You,

Michael S. Rosa
Chair

Cc: Town Clerk

America's Yankee Doodle Town



SELECT BOARD
TOWN HALL
365 BOSTON ROAD
BILLERICA, MASSACHUSETTS 01821
978-671-0939
FAX: 978-671-0947

Michael S. Rosa, *Chair*
Jillian K. Pavidis, *Secretary*
John J. Burrows, *Member*
Dina M. Favreau, *Member*
Daniel R. Darris-O'Connor, *Member*

April 18, 2025

Dina Favreau
41 Boston Road, #353
Billerica, MA 01821

Dear Ms. Favreau,

It is my pleasure to inform you that the Select Board Chair has appointed you to the following committees as the Select Board Representative:

| | |
|--|-------------------------|
| Northern Middlesex Council of Government | Expires: April 30, 2026 |
| Town/School Fiscal Subcommittee | Expires: April 30, 2026 |
| Billerica Community Alliance | Expires: April 30, 2026 |
| Community Funds | Expires: April 30, 2026 |
| Long Range Master Plan Oversight | Expires: June 30, 2027 |
| Municipal Affordable Housing Trust | Expires: June 30, 2027 |
| Billerica Housing Partnership Committee | Expires: June 30, 2026 |

Please report to the Town Clerk's Office to be sworn in to the duties of this position. In order for your appointment to become valid, you must be sworn in within 30 days of receipt of this letter.

Thank You,

Michael S. Rosa,
Chair

Cc: Town Clerk

America's Yankee Doodle Town



SELECT BOARD
TOWN HALL
365 BOSTON ROAD
BILLERICA, MASSACHUSETTS 01821
978-671-0939
FAX: 978-671-0947

John J. Burrows, *Chair*
Dina M. Favreau, *Vice Chair*
Michael S. Rosa, *Secretary*
Kimberly J. Conway, *Member*
Michael A. Riley, *Member*

April 26, 2024

Dina Favreau
41 Boston Road, #353
Billerica, MA 01821

Dear Ms. Favreau,

It is my pleasure to inform you that the Select Board has appointed you to the following committees as the Select Board Representative:

| | |
|---|-------------------------|
| Northern Middlesex Council of Government | Expires: April 30, 2025 |
| Town/School Fiscal Subcommittee | Expires: April 30, 2025 |
| Billerica Community Alliance | Expires: April 30, 2025 |
| Community Funds | Expires: April 30, 2025 |
| Commission on Disability | Expires: June 30, 2027 |
| Long Range Master Plan Oversight (Replaces Andrew Deslaurier) | Expires: June 30, 2026 |
| Municipal Affordable Housing Trust (Replaces Michael Riley) | Expires: June 30, 2025 |
| Billerica Housing Partnership Committee (Replaces Andrew Deslaurier) | Expires: June 30, 2026 |

Please report to the Town Clerk's Office to be sworn in to the duties of this position. In order for your appointment to become valid, you must be sworn in within 30 days of receipt of this letter.

Thank You,

Michael S. Rosa,
Secretary

Cc: Town Clerk

America's Yankee Doodle Town



SELECT BOARD
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 Daniel R. Darris-O'Connor, *Secretary*
 Michael S. Rosa, *Member*
 Dina M. Favreau, *Member*

| | 1st Member | 2 nd Member | | |
|--|---|--------------------------|--|--|
| Billerica Community Alliance- I cant find any information on this | All SB Members Exp 4/30/26 | | | |
| Dissolve Community Alliance-See information below- SB Needs to have a discussion about this | | | | |
| Billerica Housing Partnership Committee-up to 2 SB Members | D. Favreau Exp. 06/30/26 | M. Rosa Exp. 06/30/26 | | |
| BREMC-Resident Employment Monitoring Committee- | JB resigned 5/12/25 Vacant Exp. 06/30/28 | 1 SB Member | | |
| Cable Advisory-Up to 2 SB members- | J. Pavidis Exp. 4/30/26 | DDO Exp. 4/30/26 | | |
| ** Dissolve Cable Advisory-See information below-SB Needs to have a discussion about this | | | | |
| Cabot Land Re-Use | M. Rosa exp. 06/30/27 | 1 SB Member | | |
| **Dissolve Cabot Land Re-use-See information below- SB Needs to have a discussion about this | | | | |
| Capital Needs- Up to 2 SB members | M. Rosa Exp 4/30/26 | Vacant | | |
| Commission on Disability | DDO Exp. 06/30/27 | D. Favreau Exp. 06/30/27 | | |
| Community Funds | All SB Members Exp 4/30/26 | | | |



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 Dina M. Favreau, *Member*

| | | | | |
|---|-------------------------------------|-------------------------|--|--|
| Council on Aging- SB Liaison Up to 2 SB members-Non Voting Members | M. Rosa Exp. 4/30/26 | Vacant | | |
| Green up Day- Up to 2 SB members | M. Rosa Exp 4/30/26 | Vacant | | |
| Kent Fund Scholarship- Up to 2 SB members | J. Pavidis Exp. 4/30/236 | M. Rosa Exp 4/30/26 | | |
| Lowell Regional Transit Authority-Chair shall appoint annually either SB member or its designee | A. Jennings | 1 SB Appointee by Chir | | |
| Municipal Affordable Housing Trust | M. Rosa Exp. 6/30/27 | 1 SB Member | | |
| NMCOG- Up to 2 SB members | D. Favreau Exp. 4/30/26 | Vacant | | |
| Town/School Fiscal Subcommittee- Up to 2 SB members | M. Rosa Exp. 4/30/26 | D. Favreau Exp. 4/30/26 | | |
| Remote/Hybrid Town Meeting Committee | Vacant Exp. 06/30/28 | 1 SB Member Or Designee | | |
| Water/Sewer Oversight Board- Up to 2 SB members | M. Rosa ?? I cant find appt. letter | Vacant | | |
| Long Range Master Plan Oversight Board | D. Favreau Exp. 6/30/27 | 1 SB Member | | |
| Municipal Affordable Housing Trust | M. Rosa Exp. 06/30/27 | D. Favreau Exp. 6/30/27 | | |



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 Michael S. Rosa, *Member*
 Dina M. Favreau, *Member*

| | | | | |
|---|--------------------------------------|----------------------|--|--|
| Open Space and Recreation- Up to 2 SB members | M. Rosa Exp. 06/30/27 | Vacant | | |
| Scholarship Foundation | M. Rosa Exp. 06/30/28 | 1 SB Member | | |
| Select Board Policies & Procedures | K. Rufo D. McDowell J. Burrows | J. Pavidis Vacant | | |
| Street Acceptance- Up to 2 SB members-1 Year term | M. Rosa Exp. 04/08/26 | Vacant | | |
| Yankee Doodle Bike Path- Up to 2 SB Members | M. Rosa Exp. 6/30/26 | Vacant | | |
| High School Building Committee-Dissolve-Need to get Original to see if self dissolving | | | | |
| See information below | | | | |

3.3 Other Appointments- Billerica Select Board Policies and Procedures Page 7

The Chair of the Board shall annually appoint no more than two (2) Board members to each of the following Standing Committees of the Board, unless otherwise indicated: Billerica Community Alliance (All SB Members), Cable Advisory, Capital Needs Assessment Committee, Community Funds (broken into subcommittees) (All SB Members), Council on Aging Board (SB Liaison), Green Up Day, Kent Fund Scholarship, Northern Middlesex Council of Government, Open Space and Recreation, Street Acceptance and Discontinuance Committee, Town/School Fiscal Subcommittee, Water/Sewer Oversight Board, the Yankee Doodle Bike Path and Billerica Housing Partnership Committee. Select Board members appointed to these committees shall keep the entire Board apprised of important committee developments. These appointments will occur after the election and at the meeting following the appointment of the new Chair.

When the term of a Select Board member on a Town Meeting Committee appointment ends, the Chair at that time will appoint a Select Board member for the term established by Town Meeting.

The Select Board members shall annually appoint either a current Board member or its designee to the Lowell Regional Transit Authority. Appointees shall apprise the Board of developments.

Pursuant to Chapter 357 of the Acts of 1972, the Town Manager may annually appoint an alternate member to the Northern Middlesex Council of Government. Such appointee shall keep the entire Board



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Michael S. Rosa, *Member*
Dina M. Favreau, *Member*

apprised of developments.

COMMITTEE DISSOLUTION CHEAT SHEET

TOWN MEETING WOULD LIKELY NEED TO DISSOLVE
(Created by Town Meeting Article / By-Law / Formal Vote)

Cabot Land Re-Use Committee

- Created by Article 35 of the Annual Spring Town Meeting on 05/01/2007
- Safest approach is dissolution by Town Meeting vote

High School Building Committee

- Likely created through Town Meeting/MSBA project authorization
- Safest approach is dissolution by Town Meeting vote unless Town Counsel determines it self-terminated

PROCESS TO DISSOLVE TOWN MEETING CREATED COMMITTEES

Cabot Land Re-Use Committee

(Created by Article 35 of the Annual Spring Town Meeting – 05/01/2007)

Recommended Process:

1. Prepare a Town Meeting article:
“To see if the Town will vote to dissolve the Cabot Land Re-Use Committee.”
2. Place the article on:
 - the Annual Town Meeting warrant, or
 - a Special Town Meeting warrant.
3. Town Meeting votes on the article.
4. If approved:
 - committee is dissolved,
 - appointments cease,
 - references are removed from Town records, appointment lists, and website materials.

Recommended Additional Step:

- Obtain Town Counsel review prior to warrant submission to confirm no additional by-law or land agreement implications exist.

High School Building Committee

(Likely Created Through Town Meeting/MSBA Authorization)

Recommended Process:

1. First confirm with Town Counsel whether:
 - the committee automatically terminated upon project completion,OR
 - formal Town Meeting dissolution is still required.
2. If Town Counsel advises formal dissolution:
Prepare a Town Meeting article:
“To see if the Town will vote to dissolve the High School Building Committee.”
3. Place the article on:
 - the Annual Town Meeting warrant, or
 - a Special Town Meeting warrant.
4. Town Meeting votes on the article.



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Michael S. Rosa, *Member*
Dina M. Favreau, *Member*

5. If approved:
- committee is formally dissolved,
 - remaining appointments terminate,
 - references are removed from Town records and appointment lists.

Important Note:

Because the High School Building Committee was likely tied to:

- MSBA funding,
- bonded project authorizations,
- and Town Meeting project approvals,

Town Counsel review is strongly recommended before taking any action.

SELECT BOARD PROCESS TO DISSOLVE ADMINISTRATIVE COMMITTEES

Cable Advisory Committee

(Appears Created Administratively by the Select Board)

Recommended Process:

1. Place an agenda item on a Select Board meeting agenda:
“Discussion and Vote regarding the dissolution of the Cable Advisory Committee.”
2. Select Board discussion.
3. Vote of the Select Board to dissolve/discontinue the committee.
4. Remove references from:
 - Select Board liaison/committee lists
 - Appointment records
 - Website references (if applicable)
5. Confirm no active cable franchise agreement language requires the committee.

Suggested Motion:

“Move to dissolve the Cable Advisory Committee effective immediately.”

Additional Recommendation:

Before final action on either committee, it would be prudent to:

- confirm with Town Counsel,
 - and review any originating votes, policies, or agreements,
- to ensure there are no external requirements keeping the committee active.

NOT A TOWN COMMITTEE / TOWN CANNOT DISSOLVE

Billerica Community Alliance

- Independent nonprofit organization
- Not created by Town Meeting or the Select Board
- Only the organization itself can dissolve
- Select Board can remove liaison/participation references from policy

What the Select Board would have to do

The Billerica Community Alliance appears to be:



SELECT BOARD
TOWN HALL
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Dina M. Favreau, *Member*

- an independent nonprofit organization,
- not a formal Town board, committee, or commission created by:
 - Town Meeting,
 - bylaw,
 - Charter,
 - or Select Board vote.

So:

- the Town cannot legally “dissolve” the organization itself, because it is not a Town entity.

Only the nonprofit’s:

- Board of Directors,
- corporate members (if any),
- and nonprofit corporate process could dissolve the organization under Massachusetts nonprofit law.

What the Select Board *can* do:

- remove “Billerica Community Alliance (All SB Members)” from Section 3.3 of the Select Board Policies,
- discontinue Board liaison participation,
- stop making appointments,
- and remove it from Town committee reference materials.

That would be done through:

- a Select Board agenda item,
- Board discussion,
- Board vote,
- and policy amendment.

Example agenda item:

“Discussion and Vote regarding Select Board liaison participation in the Billerica Community Alliance.”

Example motion:

“Move to remove the Billerica Community Alliance from Section 3.3 of the Select Board Policies and Procedures.”

That action would:

- end the formal Select Board liaison relationship, but would NOT dissolve the nonprofit itself.

Agenda Item #10

APPOINTMENTS

Agenda Item #11

OLD BUSINESS

Agenda Item #12

NEW BUSINESS



SELECT BOARD
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Michael S. Rosa, *Member*
Dina M. Favreau, *Member*

INVOICE

Date: April 29, 2026

Cameron Fazekas
High Octane Harley
1 Chelmsford Road
Billerica, MA 01821

Dear Cameron Fazekas

Below is a breakdown for High Octane Harley One Day Alcohol & Entertainment License
Price is for certified mailing, Hearing fees & License fees.

| | |
|---|-----------------|
| Meeting Date 3/2/26-9 Applications & 3/16/26-18 Applications | |
| Postage Amount:\$ 10.44 x 25 | \$261.00 |
| Supplies: Envelope, Paper & Labels 25 @.50 | \$12.50 |
| Hearing Fee \$5.00 plus \$10 per Application-18 3/16/26 Select Board Hearing-One Day Alc. & Ent. License | \$185.00 |
| Hearing Fee \$5.00 plus \$10 per Application-9 3/2/26 Select Board Hearing-One Day Alc. | \$95.00 |
| Hearing Fee-\$5.00 Change of dates 04/27/26 Select Board Meeting-2 Applications-Already Charged | \$5.00 |
| Total Cost to Select Board's Office | \$558.50 |

Please mail check payable to the Town of Billerica for:

1. **Town of Billerica – Select Board - \$558.50**

To the following address:

Select Board's Office
Town Hall, Room 203
365 Boston Road
Billerica, MA 01821

America's Yankee Doodle Town

Kerri Rufo

From: Kerri Rufo
Sent: Tuesday, May 5, 2026 1:56 PM
To: Cameron Fazekas
Cc: Sean Coffey; Mike Riley
Subject: 05/18-Select Board Meeting- High Octane Harley-One Day Alc. & Ent. Bike Run event
June 28th

Hi Cameron,

I wanted to follow up regarding your One Day Alcohol & Entertainment license with upcoming bike run.

Please be advised that a police detail will be required for this event to ensure public safety and proper traffic management. You will need to coordinate directly with the Billerica Police Department to arrange the detail and confirm coverage for the duration of the event.

I will need confirmation from Lt. Coffey that a police detail has been arranged before I can bring this request to the Select Board for approval.

If you have not already done so, I recommend reaching out to the Police Department as soon as possible to secure the necessary staffing.

Please let me know if you have any questions.

Kerri Rufo
Executive Confidential Assistant to the Billerica Select Board

This e-mail notice is provided for informational purposes only and any discussion should take place at a properly posted meeting.

Kerri Rufo

From: Kerri Rufo
Sent: Tuesday, May 5, 2026 1:51 PM
To: Sean Coffey
Subject: RE: High Octane Harley-One Day Alcohol & Bike Run 6/28- 05/18 Select Board Meeting-Request for Comments

I will send him a message confirming that he will have to get a detail.
I will cc you on it.

Thanks Sean

From: Sean Coffey <SCoffey@billericapolice.org>
Sent: Tuesday, May 5, 2026 1:44 PM
To: Kerri Rufo <selectboard@billerica.gov>
Subject: RE: High Octane Harley-One Day Alcohol & Bike Run 6/28- 05/18 Select Board Meeting-Request for Comments

[EXTERNAL EMAIL]

DO NOT CLICK links or open attachments unless you recognize the sender and know the content is safe.

Ok as long as the the same Sevsafe certified bartenders are being utilized and the event at High Octane would require a detail.

Sean Coffey

Detective Lieutenant

Billerica Police Department

6 Good St

Billerica, MA 01821

Direct Phone: 978-215-9674 Agency Phone: 978-671-0900 Fax: 978-663-2392

Website: <https://police.billericaps.com>

This message contains information which may be confidential and privileged. Unless you are the addressee (or authorized to receive for the addressee), you may not use, copy or disclose to anyone the message or any information contained in the message. If you have received the message in error, please advise the sender by reply e-mail, and delete or destroy the message. Thank You.

From: "Kerri Rufo (selectboard@billerica.gov)" <selectboard@billerica.gov>
To: Sean Coffey <scoffey@billericapolice.org>, "Timothy F. McKenna" <tmckenna@billericapolice.org>, Fred Russell <frussell@billerica.gov>
Date: Tue, 5 May 2026 17:35:30 +0000
Subject: RE: High Octane Harley-One Day Alcohol & Bike Run 6/28- 05/18 Select Board Meeting-Request for Comments

Yes sir.

From: Sean Coffey <SCoffey@billericapolice.org>

Sent: Tuesday, May 5, 2026 1:06 PM

To: Kerri Rufo <selectboard@billerica.gov>; Timothy F. McKenna <tmckenna@billericapolice.org>; Fred Russell <frussell@billerica.gov>

Subject: Re: High Octane Harley-One Day Alcohol & Bike Run 6/28- 05/18 Select Board Meeting-Request for Comments

[EXTERNAL EMAIL]

DO NOT CLICK links or open attachments unless you recognize the sender and know the content is safe.

is this in addition to the several other one day liquor licenses that have already been approved?

Sean Coffey

Detective Lieutenant

Billerica Police Department

6 Good St

Billerica, MA 01821

Direct Phone: 978-215-9674 Agency Phone: 978-671-0900 Fax: 978-663-2392

Website: <https://police.billericaps.com>

This message contains information which may be confidential and privileged. Unless you are the addressee (or authorized to receive for the addressee), you may not use, copy or disclose to anyone the message or any information contained in the message. If you have received the message in error, please advise the sender by reply e-mail, and delete or destroy the message. Thank You.

From: "Kerri Rufo (selectboard@billerica.gov)" <selectboard@billerica.gov>

To: Sean Coffey <scoffey@billericapolice.org>, "Timothy F. McKenna" <tmckenna@billericapolice.org>, Fred Russell <frussell@billerica.gov>

Date: Tue, 5 May 2026 16:04:19 +0000

Subject: High Octane Harley-One Day Alcohol & Bike Run 6/28- 05/18 Select Board Meeting-Request for Comments

All,

High Octane Harley is applying for a One Day alcohol & Entertainment License with a bike run and live band 6/28

Great American Convoy:

Arriving at H.O.H.- 12:00PM

Departing H.O.H. at 2:00 PM

They are looking for a license from 11:00 AM to 4:00 PM on June 28th

LT. Coffey you have Cameron's information on file correct?

Could you all please provide comments. This will be on the 05/18/26 Select Board Agenda

Kerri Rufo
Executive Confidential Assistant to the Billerica Select Board

This e-mail notice is provided for informational purposes only and any discussion should take place at a properly posted meeting.

5/4/26

5/18



LICENSE APPLICATION
BILLERICA SELECT BOARD

Permit \$15
Sunday \$25

Fee Paid: \$ _____

one Day Ent License

ACTION: NEW or CHANGE

| | | |
|--|--------------------------------------|-------------------------|
| Licensee of Business: | | |
| Doing Business As: High Octane Harley-Davidson | | |
| Street Address: 1 Chelmsford Rd. N Billerica | | Assessors Plate/Parcel: |
| Phone #: (978) 208-3247 | Zip Code: | Tax ID #: |
| Alt. Phone #: 603-361-5292 | Email: Cameronf@highoctaneharley.com | |

DESCRIPTION OF PREMISES:

Include # floors, total SF, # of patron restrooms, entrance/exit locations, etc. Use additional attachments if necessary and attach a plot plan of the premises if there are exterior changes.

2 floors 1 male & 1 female Restroom (may get 1 or 2 portable)
Event Held In main lot as always Large Ride stopping by
for 2 hours ETA 12:00pm June 28th Departing @ 2:00pm

REQUIRED SIGNATURES: (Obtain necessary approvals before submission)

| | |
|--|----------------------|
| Building Inspector: <i>Mark Jafar</i> | Date: 4/16/26 |
| Comments: | |
| Board of Health: *If food is being served, a Temp. Food Service Permit may be needed. | Date: 4/16/26 |
| Comments: <i>Justin [Signature]</i> Applicant shall obtain Food Operation Permit. | |
| Police: <i>Lt S. [Signature]</i> | Date: 4/16/26 |
| Comments: Police detail | |
| Fire: <i>[Signature]</i> | Date: 4-15-26 |
| Comments: | |
| Treasurer: <i>Mary Ann Shupea</i> | Date: 4-15-26 |
| Comments: | |

| | | |
|---|------------------|---|
| Manager's Name: Cameron Fazekas | | |
| Street Address: 1 Chelmsford Rd. N Billerica | | |
| City/Town/State/Zip: Billerica MA 01862 | | |
| Phone #: 603-361-5292 | Tax ID #: | Email: Cameronf@highoctaneharley.com |

Mailed Cert on
5/6/26

Requested Hours of Operation: (For new application or for change on license)

| |
|---|
| Weekday (Monday-Friday): |
| Saturday: |
| Sunday: JUNE 28 th 11:00am - 4:00pm |

LICENSE TYPE REQUESTED:

| | | | |
|--|---------------------------------|---|------------------------------|
| LIQUOR (Circle Option): | On-Premise Retail (S12) | Wine & Malt | All Alcohol |
| | Off Premise Retail (S15) | Wine & Malt | All Alcohol |
| Type of Business S12 Only: Club Hotel/Innkeeper Restaurant | | | |
| 1-Day Special: | Wine & Malt | All Alcohol (Non-profit Organizations Only) | |
| COMMON VICTUALLER (Circle Option): | Restaurant | Innholder | Cafeteria |
| ZBA/Special Permit?: Provide Copy if Yes | <input type="checkbox"/> YES | <input type="checkbox"/> NO | |
| MOTOR VEHICLE (Circle Option): | Class I | Class II | Class III |
| HAZARDOUS MATERIAL STORAGE (List Type): | | | |
| ENTERTAINMENT: | | | |
| Weekday: (Per MGL, Ch. 140, Section 183A): | | | |
| Sunday: (Per MGL, Ch. 136 – Form 90 Required): | | | |
| Type of Entertainment: Live Band for Adam Sandoval's Harley Sponsored Great American Convoy ETA 12:00pm and 2:00pm Departure | | | |
| AMUSEMENT DEVICE (Per MGL, Ch.140, Section 177A) | | | |
| # of Total Devices: | | | |
| Enter Each Device Separately. Name of Machine and Serial #. Use separate paper if necessary. | | | |
| #1: | #5: | | |
| #2: | #6: | | |
| #3: | #7: | | |
| #4: | #8: | | |
| OTHER (Circle Option): | | | |
| Taxi | Livery | Bowling | Auctioneer Other: _____ |
| Licensees Signature: | | Date: | |
| Title: | | | |
| The applicant certifies compliance with all Rules, Regulations, Laws and By-Laws in effect at this time. Under the penalties of perjury, the signature below certifies the above information as true and correct to the best of their knowledge and belief. False statements can result in immediate license revocation. | | | |

NAME OF INDIVIDUAL OR CORPORATION THAT PAYS REAL ESTATE TAXES TO THE TOWN OF BILLERICA:



SELECT BOARD
TOWN HALL
365 BOSTON ROAD
BILLERICA, MASSACHUSETTS 01821
978-671-0939
FAX: 978-671-0947

Michael A. Riley, *Chair*
Jillian K. Pavidis, *Vice Chair*
Daniel R. Darris-O'Connor, *Secretary*
Michael S. Rosa, *Member*
Dina M. Favreau, *Member*

INVOICE

Date: May 5, 2026

Cameron Fazekas
High Octane Harley
1 Chelmsford Road
Billerica, MA 01821

Dear Cameron Fazekas

Below is a breakdown for High Octane Harley One Day Alcohol & Entertainment License
Price is for certified mailing, Hearing fees & License fees.

| | |
|---|-----------------|
| Meeting Date 05/18/26- Certified Mailing Done on 05/05/26 -22 mailings | |
| Postage Amount:\$ 10.44 x 22 | \$229.68 |
| Supplies: Envelope, Paper & Labels 22@.50 | \$11.00 |
| Hearing Fee \$5.00 plus \$10 per Application-18 05/18/26 Select Board Hearing-One Day Alc. & Ent. License | \$15.00 |
| Total Cost to Select Board's Office | \$255.68 |

Please mail check payable to the Town of Billerica for:

1. Town of Billerica - Select Board - \$255.68

To the following address:

Select Board's Office
Town Hall, Room 203
365 Boston Road
Billerica, MA 01821

America's Yankee Doodle Town

5/18



Board of Assessors
Town Hall
365 Boston Road
Billerica, Massachusetts 01821

Received
APR 17 2026

Board of Assessors
Billerica, MA

JOHN B. SPEIDEL, *Chairman*
RICHARD J. SCANLON, *Associate*
RICK LADD, *Associate*

Tele: (978) 671-0971
assessors@town.billerica.ma.us

ABUTTERS LIST REQUEST

Name KHD - DAA High Octane Harley-Davidson Date 4-7-24
Address of Property: 1 Chelmsford Rd. NBillerica Plate 15-237-3
Telephone Number (978) 208-3247 Parcel _____

Reverse text: Billerica Select Board 4/22/2026

I request one copy of the following abutters list and three copies of the labels for the above listed property. The cost of this service shall be \$2.00 per name. The list shall be available on the requested date or earlier.

Date 4/22/2026

Signature of applicant [Signature] Cameron

Payee Cameron Fazy Kao

Types of Abutter

the sum of \$48.00

There are four types of abutters lists which may be required in seeking approval from and the particular request you are making. Contact the applicable board or commission to determine which type of list is required.

For Abutters list (D)

(Circle one - If no letter is circled a "D" list will be prepared)

Account # 11418-43225

1 Chelmsford Rd (D)

A. Direct Abutters - Direct Abutters to Parcel

BOARD OF HEALTH LIBRARY

This list contains direct abutters only. Properties acquired after 1/1/90 that have not been discontinued, are not included. (This list shall be prepared if road construction is involved.)

BUILDING POLICE

B. Abutters Within 100 Feet

ENGINEERING SELECTMEN

This list contains all abutters within 100 feet of the parcel, municipal borders or bodies of water.

FIRE DEPT. TOWN CLERK

C. Abutter to Abutter Within 300 Feet

D. P. W. TREASURER

This list contains abutters to direct abutters within 300 feet between the subject parcel and the abutting property.

ASSESSORS ELECTRICAL

D. All Property Owners Within 300 Feet (Cell)

RECREATION PLUMBING

This list contains all properties within 300 feet of the parcel. This list shall be prepared if road construction is involved.

DOG OFFICER SCHOOL

BOARD OF APPEALS PLANNING BOARD

CASH CHECK MONEY ORDER

Received
MAY 04 2026
Board of Assessors
Billerica, MA

Assessor's Signature John B. Speidel

Date 4/22/2026



Amount \$48.00

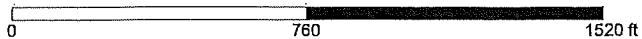
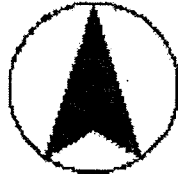


Abutters map for parcel 15-237-3 using all property owners within 300 feet

Printed on 04/22/2026 at 09:44 AM

Legend

-  Parcel Boundary Selection
-  Parcel Boundary



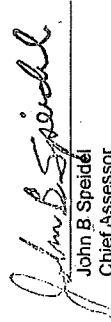
data shown on this site are for informational and planning purposes only. The findings and consultants are not responsible for the misuse or misinterpretation of this data.

| PARCEL ID | LOCATION | OWNER 1 | OWNER 2 | ADDRESS 1 | ADDRESS 2 | CITY | STATE | ZIP CODE |
|-------------|----------------------|--------------------------------|-------------------------------|----------------------|-----------|-----------------|-------|------------|
| 14-281-0 | 8 CHELMSFORD RD | M C NOMINEE TRUST | | 8 CHELMSFORD RD | | N BILLERICA | MA | 01862-2108 |
| 14-50-0 | 13 CHELMSFORD RD | SHEILA PIKE REVOCABLE TRUST | PIKE SHEILA TR | 13 CHELMSFORD RD | | NO. BILLERICA | MA | 01862 |
| 14-51-0 | 11 CHELMSFORD RD | ANDERSON JOHN M | | 11 CHELMSFORD RD | | N BILLERICA | MA | 01862-2107 |
| 14-62-0 | 16 CHELMSFORD RD | GARDNER ANDREW | | 16 CHELMSFORD RD | | N BILLERICA | MA | 01862-2130 |
| 14-63-1-1 | 3 SURVEY CR | 1800 MAIN STREET LLC | | 3 SURVEY CIR #2 | | BILLERICA | MA | 01862-2149 |
| 14-63-1-2 | 3 SURVEY CR | 1800 MAIN STREET LLC | | 3 SURVEY CIR #2 | | BILLERICA | MA | 01862-2149 |
| 14-63-1-3 | 3 SURVEY CR | JCM OFFICE GROUP LLC | | 500 ATHONTON STREET | | MILTON | MA | 02186 |
| 14-63-1-4 | 3 SURVEY CR | JCM OFFICE GROUP LLC OF | | 500 ATHONTON STREET | | MILTON | MA | 02186 |
| 14-63-2-1 | 1 SURVEY CR | RANGWAY PROPERTIES LLC | | PO BOX 36 | | N BILLERICA | MA | 01862 |
| 14-63-2-1-2 | 1 SURVEY CR | RANGWAY PROPERTIES LLC | | PO BOX 36 | | N BILLERICA | MA | 01862 |
| 14-63-2-2-1 | 2 SURVEY CR | CHRISTIAN PRAISE INTL CHURCH | | 2 SURVEY CIRCLE | | BILLERICA | MA | 01821 |
| 14-63-2-2-2 | 2 SURVEY CR | 2 SURVEY CIRCLE LLC | | 2 SURVEY CIR | SUITE 2B | N BILLERICA | MA | 01862-2136 |
| 14-67-0 | CHELMSFORD RD | DEBENEDICTIS FAMILY REVOC TRUS | DEBENEDICTIS LAWRENCE R SR TR | 30 CHELMSFORD RD | | NO. BILLERICA | MA | 01862-2130 |
| 14-68-0 | 4 FINNWAY ST | BURCHAM TIMOTHY | BURCHAM ERIN | 4 FINNWAY ST | | N BILLERICA | MA | 01862 |
| 15-125-1 | 184 BOSTON RD | BOSTON ROAD REALTY LLC | | 10 SUNFLOWER DRIVE | | N BILLERICA | MA | 02767 |
| 15-127-0 | 39-41 TREBLE COVE RD | WOODWARD JESSICA J | | 39 41 TREBLE COVE RD | | N BILLERICA | MA | 01862-2116 |
| 15-131-0 | 176 BOSTON RD | TOWN OF BILLERICA | SELECT BOARD | 365 BOSTON ROAD | | BILLERICA | MA | 01821 |
| 15-132-0 | 172 BOSTON RD | MONTANEZ RAUL | RODRIGUEZ SARA | 172 BOSTON RD | | N BILLERICA | MA | 01862 |
| 15-136-0 | 164 BOSTON RD | BULPETT DEAN C | BULPETT MARGARET H | 164 BOSTON RD | | NO BILLERICA | MA | 01862 |
| 15-140-0 | 161 BOSTON RD | SATYA SANKLP SWAMI LLC | | 161 BOSTON ROAD | | NORTH BILLERICA | MA | 01862 |
| 15-148-2 | 175 BOSTON RD | 175 BOSTON ROAD LLC | | 175 BOSTON ROAD | | N BILLERICA | MA | 01862-2132 |
| 15-141-0 | 49 TWOMBLY AV | MATOS JUAN | MATOS HEATHER | 49 TWOMBLEY AVE | | N BILLERICA | MA | 01862-2119 |
| 15-133-1 | SPRAGUE ST | ST ANNE'S EPISCOPAL CHURCH | | 14 TREBLE COVE RD. | | N BILLERICA | MA | 01862 |
| 15-133-2 | 4 SHEPHERDS LN | CLAUDE + MARY BAILAT REVOCABLE | BAILAT MARY TR | 4 SHEPHERDS' LANE | | N BILLERICA | MA | 01862-1445 |
| 15-133-3 | 5 SHEPHERDS LN | KALOIA HARDIK | KALOIA DHARA | 5 SHEPHERDS LN | | N BILLERICA | MA | 01862-1445 |
| 15-237-2 | BOSTON RD | TOWN OF BILLERICA | CONSERVATION COMMISSION | 365 BOSTON RD | | BILLERICA | MA | 01821 |
| 15-237-3 | 1 CHELMSFORD RD | LMV REALTY LLC | | 1 CHELMSFORD RD | | N BILLERICA | MA | 01862-2108 |
| 15-265-0 | 33-35 TREBLE COVE RD | LINDA S MARKS TRUST | | 11 WALTON STREET | | WALTHAM | MA | 02451-2115 |
| 22-5-0 | 47 TREBLE COVE RD | SALIB EMAD | | 15 HIGHLAND ST | | TYNGSBORO | MA | 01879-1011 |

28

DISCLAIMER: This list is certified based upon records held in this department as of the date on the abutter's list. It was completed to the best of our ability based upon the information we have available. We do not certify the accuracy of this list per se, only the names and addresses listed on it. In most cases, public disclosure of the hearing pertaining to this list is required and published in the local newspaper. Every effort has been made to ensure proper notification.

The Board of Assessors certifies the accuracy of the names and addresses on this list based upon our current records.


 John B. Spelick
 Chief Assessor
 April 22, 2026

M C NOMINEE TRUST
8 CHELMSFORD RD
N BILLERICA, MA 01862-2108

GARDNER ANDREW
FERRANTE NICOLE E
16 CHELMSFORD RD
N BILLERICA, MA 01862-2130

RANGEWAY PROPERTIES LLC
PO BOX 36
N BILLERICA, MA 01862

DEBENEDICTIS FAMILY REVOC TRUS
DEBENEDICTIS LAWRENCE R SR TR
30 CHELMSFORD RD
NO. BILLERICA, MA 01862-2130

WOODWARD JESSICA J
39 41 TREBLE COVE RD
N BILLERICA, MA 01862-2116

BULPETT DEAN C
BULPETT MARGARET H
164 BOSTON RD
NO BILLERICA, MA 01862

MATOS JUAN
MATOS HEATHER
49 TWOMBLEY AVE
N BILLERICA, MA 01862-2119

KALOLA HARDIK
KALOLA DHARA
5 SHEPHERDS LN
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BILLERICA, MA 01862-2149

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2 SURVEY CIRCLE
BILLERICA, MA 01821

BURCHAM TIMOTHY
BURCHAM ERIN
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TOWN OF BILLERICA
SELECT BOARD
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MILTON, MA 02186

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2 SURVEY CIR
N BILLERICA, MA 01862-2136

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RAYNHAM, MA 02767

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N BILLERICA, MA 01862-2132

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SALIB EMAD
15 HIGHLAND ST
TYNGSBORO, MA 01879-1011

Kerri Rufo

From: Kerri Rufo
Sent: Tuesday, May 5, 2026 12:04 PM
To: Sean Coffey; Timothy F. McKenna; Fred Russell
Subject: High Octane Harley-One Day Alcohol & Bike Run 6/28- 05/18 Select Board Meeting- Request for Comments
Attachments: High Octane Harley-One Day Alcohol and Bike Run.pdf

All,

High Octane Harley is applying for a One Day alcohol & Entertainment License with a bike run and live band 6/28

Great American Convoy:
Arriving at H.O.H.- 12:00PM
Departing H.O.H. at 2:00 PM

They are looking for a license from 11:00 AM to 4:00 PM on June 28th

LT. Coffey you have Cameron's information on file correct?

Could you all please provide comments. This will be on the 05/18/26 Select Board Agenda

Kerri Rufo
Executive Confidential Assistant to the Billerica Select Board

This e-mail notice is provided for informational purposes only and any discussion should take place at a properly posted meeting.

Kerri Rufo

From: Fred Russell
Sent: Friday, May 8, 2026 11:50 AM
To: Kerri Rufo
Cc: Christopher Dillon; Ann Marie Casey; James Dangora Jr.; Ivria Fried; Donna Brewer; Kelley Conway
Subject: May 18th SB meeting
Attachments: 10 Shawsheen Road - Grant of Easement.pdf; 10 Shawsheen Road - MOU.pdf

Hi Kerri,

Can you please add the attached matter to the next Select Board meeting on May 18th?

I assume Attorney Dangora will be there to present and answer questions.

Town Counsel has reviewed and approved. DPW has no objection as well.

Thank you,

Fred

*Frederick W. Russell, PE, PWLF, Director
Town of Billerica Department of Public Works
365 Boston Road
Billerica, MA 01821
Phone: (978) 671 – 1313*

“Public works isn’t just a job, it’s magic that transforms communities”



TOWN of BILLERICA

GRANT OF EASEMENT

This Grant of Easement is entered into this ____ day of _____, 2026 by and between **Martin J. Allan, Trustee of the MJA Realty Trust** u/d/t dated November 26, 2024, with a address of 81 Andover Road, Billerica, Massachusetts 01821 (the “**Grantor**”) (together with its successors and interest to **Grantor’s** property) and the **Town of Billerica**, a municipal corporation (the “**Grantee**”) having an address of 365 Boston Road, Billerica, Massachusetts 01821.

WHEREAS, Grantor is the owner of the premises known and numbered as 12 Shawsheen Road, Billerica, Massachusetts as more fully shown as Lot 291 on Subdivision Plan No.3095-K drawn by E.P. Sellew, SURVY., dated May 12, 1920, as approved by the Court, filed in the Land Registration Office, a copy of a portion of which is filed with the Certificate of Title No. 1513; and

WHEREAS, Grantee desires an easement from **Grantor** to permit **Grantee** to install, construct, reconstruct, repair, replace and maintain a drainage pipe with appurtenant structures upon a portion of **Grantor’s** property; and

WHEREAS, Grantor seeks to grant said easement as requested by **Grantee**.

WHEREAS, Grantor desires to convey to **Grantee** ownership of said drainage pipe and appurtenant structures, together with a perpetual easement for their operation, maintenance, repair, and replacement; and

NOW THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

1. **Grantor** hereby grants to **Grantee** perpetual, a non-exclusive easement over, under, and through a portion of the Property as shown on Exhibit A (the “**Easement Area**”), for the ownership, operation, inspection, maintenance, repair, replacement, and reconstruction of a drainage pipe with appurtenant structures (the “**Drainage Facilities**”), together with rights of access reasonably necessary to exercise such rights. Ownership of the **Drainage Facilities** shall vest in the **Grantee** only upon

registration of this Easement in the Massachusetts Land Court and notation on the applicable Certificate of Title. .

2. The **Grantee's** use of the Easement Area shall at all times be in compliance with all federal, state, and local laws and regulations, ordinances and statutes.
3. Notwithstanding anything contained herein to the contrary, **Grantor** reserves for itself, its successors, transferees and assigns, the use and enjoyment of the Easement Area for any purpose that does not interfere with **Grantee's** exercise of the rights granted herein.
4. **Grantee** agrees that so often as it disturbs or causes the Easement Areas to be disturbed in the exercise of the privileges herein granted, it shall promptly restore same to its condition prior to said disturbance.
Grantee will use commercially reasonable efforts to not adversely interfere with **Grantor's** use of the Easement Area in the exercise of the rights and privileges granted herein.
5. **Grantee's** acceptance of this Easement and ownership of the **Drainage Facilities** is as-is of the date of registration.
6. Prior to the commencement of any work performed in connection with the **Grantee's** rights granted hereunder, the **Grantee** shall, at no cost to the **Grantor**, obtain, or cause its officers, employees, agents, consultants, contractors, and subcontractors performing such work to obtain and maintain, insurance coverages consistent with the insurance and indemnification requirements generally applicable to contractors performing work on behalf of the Town. Such insurance shall include, without limitation, workers' compensation coverage as required by applicable law. The specific types of coverage shall be required by the Town's policies and standards in effect at the time the work is performed.

10. This easement shall be governed by and construed in accordance with the laws of the Commonwealth of Massachusetts and shall be registered in the Massachusetts Land Court and noted on the applicable Certificate of Title. If an action is brought to enforce the obligations, rights or privileges set forth herein, the successful party shall be entitled to collect all fees, costs and reasonable attorney's fees from the losing Party.

11. By acceptance of this Easement, **Grantee** agrees to abide by the terms and conditions herein.

12. This Easement shall be binding and benefit the parties and their respective successors and assigns.

[SIGNATURE PAGES TO FOLLOW]

Signed this 30th day of April, 2026

[Signature]

Grantor

Commonwealth of Massachusetts

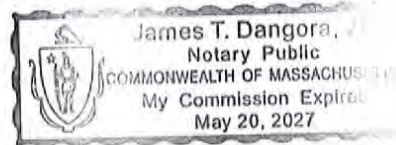
Middlesex, ss

On this 30th day of April 2026 before me, the undersigned notary public, personally appeared, [Signature] and proved to me through satisfactory evidence of identification, which were [] driver's licenses or [] personally known to me, to be the persons whose names are signed to this document who swore or affirmed to me that the contents of the document are truthful and accurate to the best of their knowledge and belief, and acknowledged to me that they signed it voluntarily as their free act and deed for its stated purpose.

[Signature]

Notary Public:

My Commission Expires: 5/20/27



The Town of Billerica has caused its corporate seal to be hereto affixed and these presence to be signed, accepted, acknowledged and delivered in its name and behalf by: Michael A. Riley, Jillian K. Pavidis, Michael S. Rosa, Dina Favreau and Daniel Darris-O'Connor, its Select Board hereto duly authorized this ____ day of _____, 2026.

Grantee:

Town of Billerica

BY: _____

Michael A. Riley, Chair

BY: _____

Jillian K. Pavidis, Vice Chair

BY: _____

Michael S. Rosa, Member

BY: _____

Dina Favreau, Member

BY: _____

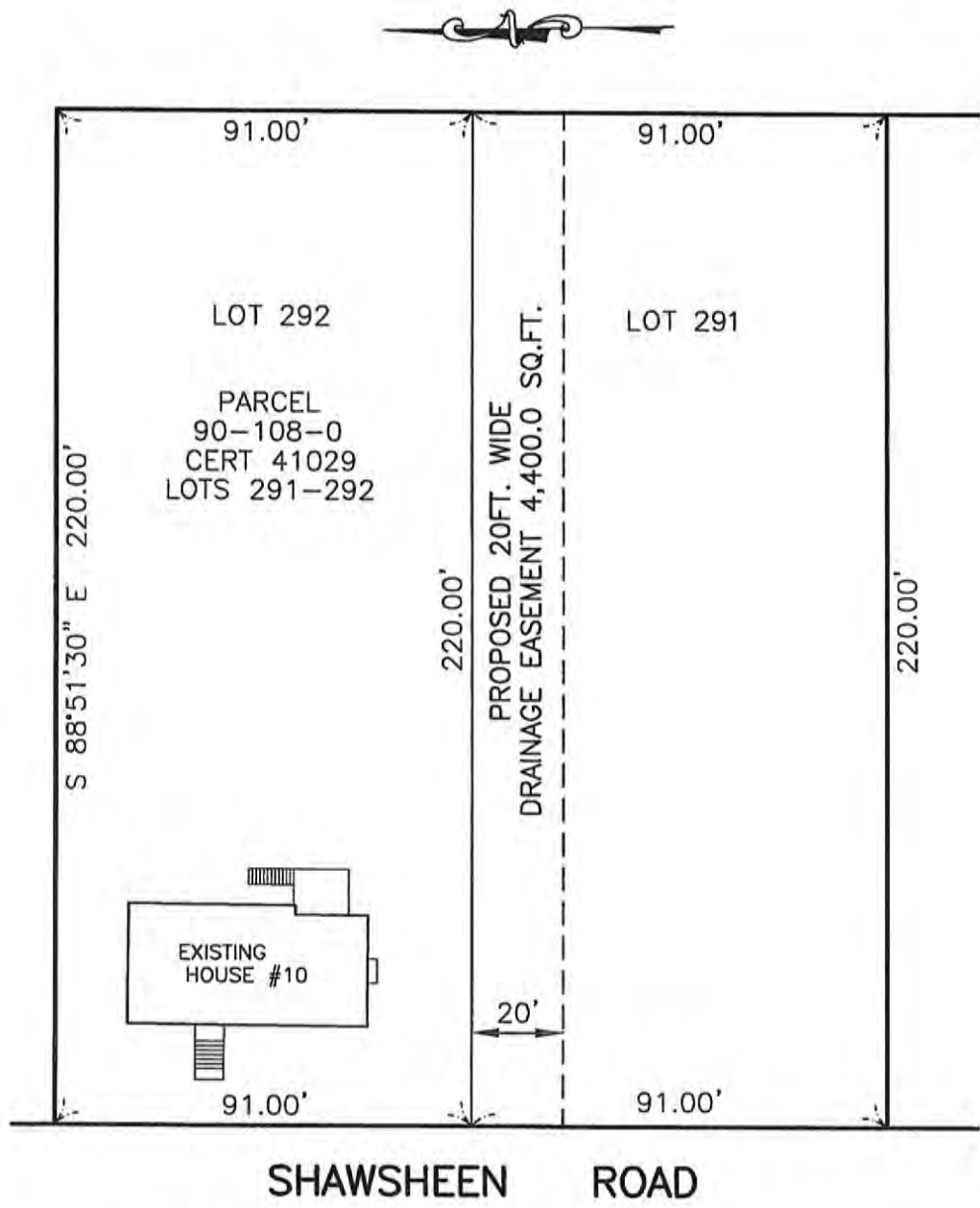
Daniel Darris-O'Connor, Member and Secretary

COMMONWEALTH OF MASSACHUSETTS

COUNTY OF MIDDLESEX

On this ___ day of _____, 2026, before me, the undersigned notary public, personally appeared, _____ and proved to me through satisfactory evidence of identification, which was [] driver's license or [] personally known to me, to be the persons whose names are signed to this document who swore or affirmed to me that the contents of the document are truthful and accurate to the best of their knowledge and belief, and acknowledged to me that they signed it voluntarily as their free act and deed for its stated purpose.

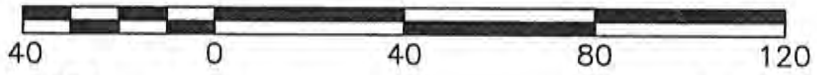
Notary Public:
My Commission Expires:



EASEMENT PLAN OF LAND

LOCATED IN BILLERICA, MASSACHUSETTS
ADDRESS: 10 SHAWSHEEN RD.

OWNER: JIGNESH KUMAR PATEL & RITA PATEL
CERT. OF TITLE: 41029 - PLAN: 3095-K



SCALE: 1"=40'

MARCH 3, 2026

PLAN PREPARED BY:

Dresser, Williams & Way, Inc.

572 BOSTON RD-UNIT 5
BILLERICA, MASS.

MEMORANDUM OF UNDERSTANDING

Drainage Relocation, Construction, Inspection, and Easement Delivery

This **Memorandum of Understanding** (“MOU”) is entered into as of _____, 2026, by and between the **Town of Billerica**, a Massachusetts municipal corporation, with a mailing address of 365 Boston Road, Billerica, MA 01821 (the “Town”) and Martin J. Allan, Trustee of the u/d/t dated November 26, 2024 with a mailing address of 81 Andover Road, Billerica, Massachusetts (the “Owner”), as prospective transferee of a portion of the property intended to be separately known as 12 Shawsheen Road, Billerica, MA.

WHEREAS, the Town owns and operates municipal drainage infrastructure currently located on the Owner’s Property (the “Existing Town Drainage”); and

WHEREAS, the Town has requested that Owner, repair, remove and relocate the Existing Town Drainage, with all construction to be performed by the Owner at the Owner’s sole cost and expense, subject to Town inspection and approval; and

WHEREAS, the Owner, at the Town’s request, is willing to perform such repairs, removal, and relocation using materials approved by the Town, and is willing to convey a permanent drainage easement to the Town upon taking title to the property, consistent with the Easement shown on Exhibit A attached hereto, without cost to the Town; and

NOW, THEREFORE, for good and valuable consideration, the Parties agree as follows:

1. Conditions Precedent. The Owner shall not remove, disconnect, alter, or interfere with the Existing Town Drainage unless and until the Town confirms in writing that all of the following conditions have been satisfied:
 - a. All federal, state, and local permits, licenses, approvals, variances, and orders of condition required for the design, construction, and operation of the new drainage infrastructure and removal of the Existing Town Drainage have been obtained, are final and non-appealable, and copies have been provided to the Town.
 - b. The Owner has fully constructed and installed the new drainage pipe and all appurtenant structures (the “New Drainage Facilities”) using materials submitted to, and approved by, the Town prior to installation, in accordance with Town standards, the approved plans, and all permit conditions, and such New Drainage Facilities are complete, functional, and capable of fully replacing the Existing Town Drainage.
 - c. The Town has had the opportunity to inspect and approve each of the following construction stages and has not objected in writing: (i) materials proposed for use prior to

installation; (ii) excavation of the trench prior to pipe placement; and (iii) installation of the pipe prior to backfilling.

d. The Owner has submitted record as-built plans suitable for the Town's permanent records, together with a written certification from a Massachusetts registered professional engineer confirming that the New Drainage Facilities were constructed in accordance with the approved plans and Town standards, and reflecting any field-approved modifications, all required inspection and testing results, all in form and substance acceptable to the Town Engineer.

e. The Owner has executed a Grant of Easement, easement plan, mortgage subordinations, and related acceptance documents, all in recordable form, to be delivered promptly upon the Owner taking title to the property and held in escrow pending Town Meeting authorization and formal acceptance by the Town.

2. Inspection and Acceptance. The Town shall have the right to inspect the work at the stages identified in Section 1(c) and at completion.
3. Easement Conveyance. Following Town Meeting authorization and upon the Owner taking title to the property, the Owner shall convey to the Town a permanent drainage easement in a form consistent with Exhibit A attached, without compensation or reimbursement by the Town. The parties acknowledge that the Owner's Property is registered land. The permanent drainage easement shall not be effective, and title to the New Drainage Facilities shall not vest in the Town unless, and until, the easement is registered in the Massachusetts Land Court by the Town and noted on the applicable Certificate of Title following Town Meeting authorization.
4. Binding Effect; Registration. This MOU shall be binding upon the parties hereto and shall become effective, if and only if, Owner takes title to the property located at 12 Shawsheen Road, Billerica, Massachusetts. Because the Owner's Property is registered land, this MOU shall bind the Owner's successors and assigns only upon the registration of a Memorandum of this MOU in the Massachusetts Land Court and notation of such memorandum on the Certificate of Title for the Owner's Property. At the Town's request, the Owner shall execute and deliver a Memorandum of this MOU in form acceptable to Town Counsel and suitable for registration by the Town in the Land Court. The Owner shall cooperate fully with the Town in effecting such registration, including executing any supplemental documents or plans required by the Land Court.
5. Successors; Running with the Land. Upon registration of a Memorandum of MOU in the Massachusetts Land Court and notation on the applicable Certificate of Title, this MOU and all obligations hereunder shall run with the land and shall be binding upon the Owner and its successors and assigns until the permanent drainage easement is registered.

IN WITNESS WHEREOF, the parties have executed this Memorandum of Understanding as of the date first written above.

TOWN OF BILLERICA

By: _____

Title: _____

CURRENT OWNER:

By: [Signature]

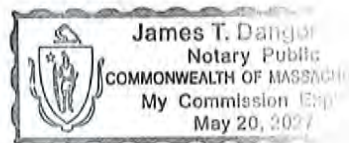
Title: Trustee

Commonwealth of Massachusetts

Middlesex, ss

On this 30th day of April, 2026, before me, the undersigned notary public, personally appeared, Martin J. Allan, and proved to me through satisfactory evidence of identification, which were [] driver's licenses or [] personally known to me, to be the persons whose names are signed to this document who swore or affirmed to me that the contents of the document are truthful and accurate to the best of his knowledge and belief, and acknowledged to me that he signed it voluntarily as his free act and deed for its stated purpose as Trustee of the MJA Realty Trust.

[Signature]
Notary Public: James T. Dangora, Jr.
My Commission Expires: 5/20/27



Kerri Rufo

From: Todd Melanson
Sent: Wednesday, May 13, 2026 1:56 PM
To: Kerri Rufo
Cc: Christopher Dillon; Fred Russell; Ann Marie Casey; Dawn McDowell
Subject: Billerica Administrative Abatement Policy
Attachments: Town of Billerica Administrative Abatement Policy-Final Draft.docx; Town of Billerica Administrative Water Sewer Abatement Policy SOP.docx; Payment Plan Instructions Form.docx; Town of Billerica Water Sewer Abatement Form-draft.docx

Kerri

Here is my submission for inclusion into April 18th's Select Board meeting. Please note this has been Town Counsel Reviewed and approved.

Sincerely

Todd A. Melanson

*Todd A Melanson, Water Superintendent
Town of Billerica Department of Public Works
270 Treble Cove Road
Billerica, MA 01821
Phone: 978-671-0957*



TOWN of BILLERICA

Town of Billerica
Department of Public Works
Water Billing Division
Telephone: 978-671-1313 x4

Payment Plan

You have been approved for a payment plan for [3 months, 6 months] at the property address of: _____ Bill number _____.

This payment plan will have no interest for the duration of the plan for only the bill in the payment plan.

This payment plan requires: **1)** monthly payments and **2)** future bills to remain current. You will need to pay future bills directly with the Tax Collector's Office as payments are credited to the oldest invoices first, not the newest invoices. If you have questions about payments, please call 978-671-0920.

Plan Approved Date: _____
Resident (Print): _____
Monthly Payment: _____
Approved by: _____

Plan Expiration Date: _____
Resident Signature: _____
Final Payment: _____
Account Number: _____

Town of Billerica
Department of Public Works
Water Billing Division
Telephone: 978-671-1313 x4

Payment Plan

You have been approved for a payment plan for [3 months, 6 months] at the property address of: _____ Bill number _____.

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Plan Approved Date: _____
Resident (Print): _____
Monthly Payment: _____
Approved by: _____

Plan Expiration Date: _____
Resident Signature: _____
Final Payment: _____
Account Number: _____

Kerri Rufo

From: Ivria Fried <ifried@harringtonheep.com>
Sent: Thursday, April 23, 2026 12:15 PM
To: Kerri Rufo
Cc: Dawn McDowell
Subject: Re: Playoff-Alcohol/com Vic/Ent License-part 2!!!

*reconfirming
or something
else*

[EXTERNAL EMAIL]

DO NOT CLICK links or open attachments unless you recognize the sender and know the content is safe.

Hi Kerri,

Issuance of an Entertainment License pursuant to G.L. c. 140, § 183A does not require newspaper publication or notification of abutters under state law. The statute requires only that the applicant receive written notice of the hearing at least seven days in advance.

Although state law does not mandate any broader notice prior to issuance of an entertainment license, many municipalities impose additional notice requirements by bylaw or as a matter of local practice. I do not see any provision in Billerica's bylaw that requires such notice. That said, if providing notice has been the Town's established practice, I question whether departing from that practice at this point is advisable, or whether it may simply invite additional questions or challenges.

Is there a particular reason Dawn believes that abutter or newspaper notice is required in this instance?

By contrast, notice to abutters is expressly required prior to the issuance of a liquor license.

Best,
Ivria



Ivria Glass Fried (she/her)

Partner at Harrington Heep LLP

direct 617-804-2427

Kerri Rufo

From: Daniel Darris-O'Connor
Sent: Tuesday, April 28, 2026 7:30 PM
To: Kerri Rufo; Mike Riley
Cc: Town Manager
Subject: Request for Agenda Item

Hi Kerri,

I request that we place on our next Select Board agenda to remove from our policies and procedures the notification requirement for an entertainment license not required by state law (the one that required Fun City to pay \$900 for claw machine(s)). No rush on this. I know you are all busy. Please put it on our next regular meeting agenda.


Thank you,
Daniel Darris-O'Connor

Agenda Item #13
TOWN MANAGERS
REPORT



MEMORANDUM

TO: Select Board

FROM: Christopher Dillon, Town Manager 

SUBJECT: Town Manager's Report

DATE: May 15, 2026

Town Manager

Shawsheen: On Thursday, May 14th, the Shawsheen Valley Regional Vocational Technical School District Committee voted to use their Certified E & D money to cover the cost of the Feasibility Study. I received a letter on Friday, May 15th, from Superintendent-Director Tony McIntosh informing me the warrant article for the feasibility study is no longer needed and the District is therefore requesting it be formally withdrawn.

Senator Warren's Office: We met with Senator Warren's staff last week and discussed the status of our Community Project Funding requests. We submitted 3 different requests to Senators Warren and Markey. We were informed that one of our projects is moving forward in the process. Optimizing Sewer Infrastructure for System Capacity in Billerica with a funding request of \$1,078,321.00 has been submitted to the Transportation, Housing and Urban Development committee. We expect to hear more in the coming months with a final funding decision expected sometime in the fall.

Grants: I was going to update the Board in regards to various grants. However, I understand there was a request for them to be placed as separate agenda items for the board's approval. For clarification purposes, I fully support transparency in having discussions on things that staff are working on. With that being said, I would like to clarify an important distinction under **MGL Chapter 44, Section 53A**, which governs grant administration for municipalities. Under this statute, Select Board approval is required to accept and expend grant funds once awarded, but it is not required for staff to submit grant applications.

As a matter of practice and law:

- Departments are permitted to apply for grants administratively in order to meet application deadlines and remain competitive.
- A Select Board vote is required only after an award is made, at which point the Board formally:
 - Accepts the grant, and
 - Authorizes expenditure of the funds

With respect to the application form language referenced (Form 3), that question is conditional. It asks whether a vote is required, not that one is universally required.

Vote Required - Does the submission of this application require a formal vote of any board, commission, or other local entity?

3.1.a. If no to the items above, are you authorized to submit this application on behalf of the applicant entity, by virtue of your administrative role (chief elected official, chief executive officer, city/town manager, authorized signatory, etc.), or as a designee of an administrator and/or authorized signatory?

Per Billerica's Charter, the Town Manager serves as chief administrative officer
SECTION 3-3 TOWN MANAGER

(c) Powers and Duties – The town manager shall be the chief administrative officer of the town and shall be responsible to the board of selectmen for the proper discharge of all duties of the office and for the proper administration of all town affairs placed under his charge by or under the charter. Consistent with state law and standard municipal practice, **a vote is triggered at the acceptance stage, not the application stage**, unless a specific grant explicitly requires prior authorization (for example, if a match commitment or policy decision must be made in advance).

Requiring Select Board votes prior to submission for all grant applications would:

- Create timing challenges, particularly for short application windows
- Potentially disadvantage the Town in competitive grant processes
- Go beyond the requirements of §53A

That said, we absolutely agree with the importance of keeping the Board informed. To that end:

- Grant applications are reported through the Town Manager's report for transparency
- Any awarded grants will be **brought forward promptly for formal Select Board acceptance and vote**, in full compliance with §53A

Again, I fully support transparency, both with the Board and the public, but I did want to clarify responsibilities.

Police Department

I wanted to report that this past week is National Police week (May 10 through May 16th). This week honors law enforcement officers nationwide and pays special tribute to those who have made the ultimate sacrifice in the line of duty.

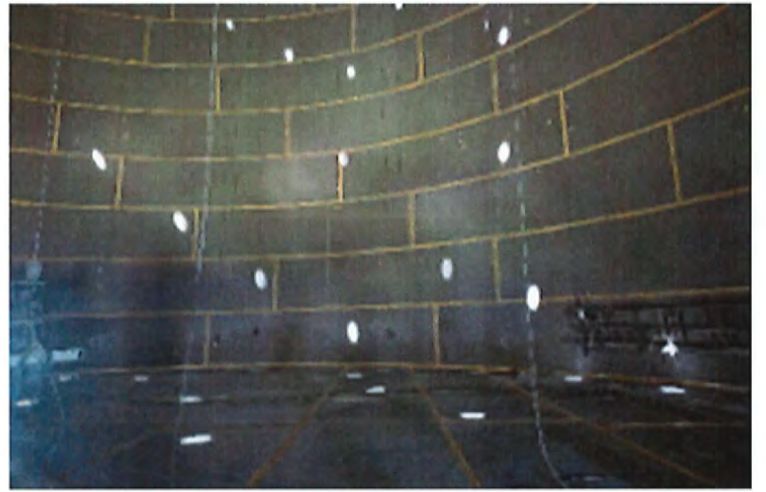
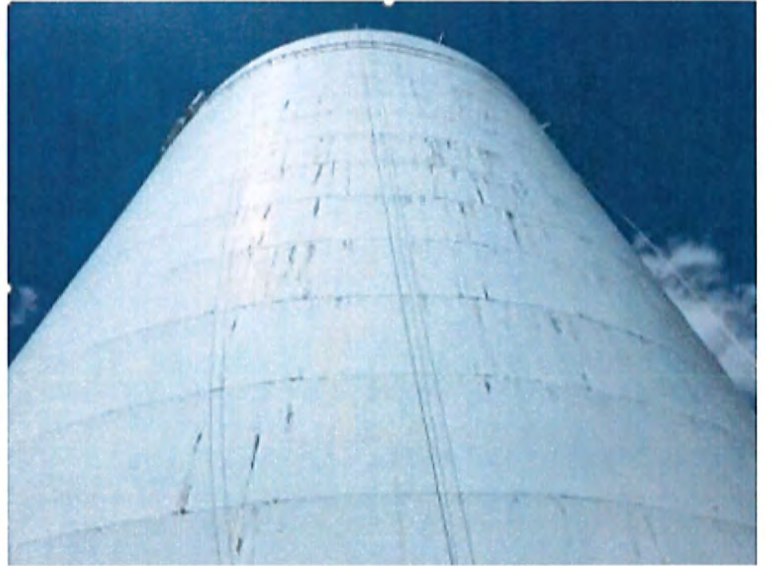
Other exciting news in the police department, which I should have reported on earlier this year, is that the Billerica Police Department received their certification from the Police Accreditation Commission in February. This has been a goal of the department for nearly two decades. Congratulations to the Department on reaching this achievement and for their determination.



Department of Public Works

Water Division:

1. **Tower Farm Storage Tank:** The work is progressing well. I am very pleased with the work of the contractor and Tighe and Bond.
 - a. **Rehabilitation:** The contractor staff under the observation of an inspector have made significant progress and are either on time or ahead of schedule
 - b. **Task Completed:**
 - i. April 3rd to April 13th:
 1. Power wash and Delamination completed
 2. Power Tool Cleaning and painting completed
 - ii. April 13th to April 19th:
 1. Spot Coat Application
 2. Sediment and Interior Cleaning
 3. Sand Blasting equipment mobilization onsite
 - iii. April 20th to April 26th:
 1. Interior Sand Blasting
 2. Exterior Primer Coat Applied
 - iv. April 27th to May 3rd:
 1. Continuation of Sand Blasting interior
 2. Initial Interior Primer Applied
 3. Interior Sherplate Stripe application applied
 4. Full Exterior Primer coat to roof Applied
 5. Exterior Final coat application Started
 - v. May 4th to May 10th:
 1. Exterior Final coat application completed
 2. Interior Pitting rehabilitation Start (Epoxy and welding fills)
 3. Interior Spot Coating application: Interior Sherplate coating
 4. Interior Final Coating Application
 - vi. May 11th to present:
 1. Mixer Brackets Welded to Floor
 2. Interior Roof and Floor Final Coating
 3. Holiday testing started: started on May 13th
2. **Tasks to be completed:**
 - a. Completion of holiday Testing
 - b. Holiday test deficiency repairs
 - c. Main Gate repair
 - d. Mixer Placement
 - e. Tank Fill
 - f. Mixer Final installation & Performance Testing
 - g. Sanitary testing
 - h. Resume normal Tower Farm Tank operations
 - i. Mobilization to Locke Road Tank



Fire Department:

I wanted to inform the Board the trailer was delivered and this past week hooked up and became active at the North Billerica Fire Station. The firefighters are now working out of the trailer and station once again.



BEDFORD

BILLERICA

BURLINGTON

TEWKSBURY

WILMINGTON

Shawsheen Valley Technical High School

100 Cook Street, Billerica, Massachusetts 01821-5499

Internet Address: www.shawsheentech.org

TONY MCINTOSH
Superintendent-Director

May 15, 2026

Tel.: (978) 667-2111
Fax: (978) 663-6272

Christopher Dillon, Town Manager
365 Boston Road, Office #207
Billerica, MA 01821

Dear Mr. Dillon,

I am writing to inform you that at the meeting held on May 14, 2026, the Shawsheen Valley Regional Vocational Technical School District Committee voted to utilize the funds that became available following the certification of E&D to cover the cost of the MSBA Feasibility Study.

As a result of this vote, the warrant article previously submitted to the Town for consideration at the upcoming Town Meeting is no longer needed. The District is therefore requesting that the warrant be formally withdrawn.

Please let me know if any additional information or documentation is required.

Sincerely,



Tony McIntosh
Superintendent-Director

Optimizing Sewer Infrastructure for Long-Term System Capacity

The Town of Billerica proposes to implement a comprehensive Sewer System Evaluation Survey (SSES) Program to assess, prioritize, and rehabilitate aging components of its municipal wastewater collection system. The purpose of this project is to increase available sewer system capacity, improve reliability, and ensure the system can continue to support public health, environmental protection, housing needs, and economic development.

Billerica's sewer infrastructure includes older sewer mains and appurtenances that were constructed decades ago and were not designed to accommodate current and future wastewater demands. Over time, structural deterioration, undersized pipes, and localized hydraulic constraints have limited the efficiency and capacity of the system. These constraints restrict the Town's ability to support new residential and commercial development, respond to peak flow conditions, and provide reliable sewer service to existing users.

The proposed SSES Program will systematically evaluate the condition and performance of targeted portions of the sewer collection system through engineering analysis, field investigation, and data assessment. The project will identify structural deficiencies, capacity bottlenecks, and operational limitations that can be addressed through rehabilitation or targeted improvements. The resulting recommendations will allow the Town to strategically invest in infrastructure upgrades that increase usable capacity and extend the service life of existing assets.

This project represents a responsible and cost-effective use of taxpayer dollars because it focuses on optimizing and rehabilitating existing infrastructure rather than relying solely on more expensive system expansion or treatment upgrades. By identifying and addressing capacity constraints within the collection system, the Town can maximize the performance of its current assets, reduce long-term maintenance costs, and avoid emergency repairs that are more disruptive and costly.

The SSES Program will benefit the entire Billerica community by improving the reliability of the wastewater system that serves residents, businesses, and institutions. Increased system capacity will support the Town's housing goals, including opportunities for additional residential development and the ability for properties to connect to public sewer service where appropriate. Businesses and employers will benefit from improved infrastructure reliability, which is essential for economic stability and growth.

Environmental and public health benefits are also central to this project. A well-functioning sewer collection system reduces the risk of surcharging, backups, and system failures that

could impact surface waters, groundwater, and neighborhoods. By proactively addressing system limitations, the Town will better protect local water resources and ensure compliance with state and federal wastewater management objectives.

The populations served by this project include Billerica residents, local businesses, and downstream communities. Improved system performance will strengthen the Town's municipal sewer system by increasing capacity, enhancing operational reliability, and ensuring it can continue to meet the needs of the community now and into the future.

In summary, the proposed SSES Program is a prudent investment that strengthens critical public infrastructure, supports economic and housing development, protects public health and the environment, and ensures long-term fiscal sustainability. Federal funding through Congressionally Directed Spending will allow the Town of Billerica to advance this essential project more efficiently while delivering measurable benefits to taxpayers and the broader community.